



Agenda
Joint Executive & Finance Committee
Wednesday, May 2, 2018– 5:45 p.m.
Small Conference Room, CCRPC Offices
110 West Canal Street, Suite 202, Winooski, VT

1. Changes to the Agenda, Members' Items
2. Approval of April 4, 2018 Executive Committee Meeting Minutes* (Action)
3. Approval of March 28, 2018 Finance Committee Meeting Minutes* (Action)
4. Approve Quarterly Journal Entries (Jan-Mar 2018)* (Action)
5. Review Financial Reports – FY18 (Jul 2017- Mar2018)* (Discussion)
 - a. Balance Sheet, Income Statement
 - b. Cash position/Targets
6. Review Draft FY19 UPWP and Budget* (Action)
7. Personnel Policy Update - 2-Person and Family HSA Contribution Level* (Action)
8. Review Draft Act 250/Section 248 Review Policy* (Discussion)
9. Act 250 & Sec 248 Applications
 - a. Kwiniaska Golf Club, Shelburne, Application #4C1312* (Action)
 - b. GMP Essex Solar/Storage LLC, Essex, Case #18-0944-AN* (Action)
 - c. Town of Colchester/Aegis Solar, Colchester, Case #18-0952-AN* (Action)
10. Draft Municipal Plan Review Policy* (Discussion)
11. Chair/Executive Director Report (Discussion)
 - a. Legislative update
12. Agenda Review – May 16, 2018 Board Meeting* (Discussion)
13. Other Business (Discussion)
14. Executive Session – Complete Executive Director Evaluation (Action)
15. Adjournment (Action)

*Attachments

NEXT MEETING – Joint Executive Committee – Wed. June 6, 2018; 5:45 p.m.

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CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE COMMITTEE
MEETING MINUTES
DRAFT

DATE: Wednesday, April 4, 2018
TIME: 5:45 p.m.
PLACE: CCRPC Offices; 110 W. Canal Street, Suite 202; Winooski, VT 05404
PRESENT: Chris Roy, Chair Michael O'Brien, Vice-Chair
Brian Bigelow, Secretary-Treasurer Barbara Elliott, At-Large
John Zicconi, At-Large Andy Montroll, Immediate Past Chair
Bryan Osborne, Colchester DPW
STAFF: Charlie Baker, Executive Director Regina Mahony, Planning Program Manager
Eleni Churchill, Transportation Program Manager
Forest Cohen, Senior Business Manager Bernadette Ferenc, Trans. Business Mgr.

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

1. Changes to the Agenda; Members' Items. Since we have a guest, Bryan Osborne from Colchester, we will take up item 4 now.

4. Review Draft FY19 UPWP and Budget. Charlie noted that as in the past couple of years we have color coded the new projects in the draft: green for transportation projects; blue for other planning projects; pink indicate projects that might be deleted as they could be completed before June 30th; yellow cells indicate staff review is needed. This year we did not get more requests than funding. Other than making a recommendation to the board, members need to review the Colchester Inspection & Inventory of its Existing Stormwater System project. It is an eligible project for PL funds and Colchester is asking for \$160,000. The UPWP committee opted not to include it at this time. At the TAC meeting yesterday, it came up and there was further discussion and they recommended including the Colchester project in the draft UPWP. Colchester agreed to include a deliverable that they will share the information with other towns after its completed. Mike O'Brien said at the UPWP committee the angst was that it was more maintenance than planning. The UPWP committee agreed to leave it off the draft until we got more information when we could add it in at mid-year. The TAC is now recommending its inclusion. Barbara Elliott said the TAC discussed that the UPWP committee should have had Bryan come in and speak to this project. She doesn't think the UPWP committee had all the information, so she made the TAC motion to put this back into the draft UPWP. Another concern had been that this was a significant amount of money. She did some research today and said although this is a large project, if you look over the past few years some communities have multiple projects vs. one that equal those dollars. She feels we should add this because it is eligible and the name change helps clarify the project. BARBARA ELLIOTT MADE A MOTION, SECONDED BY JOHN ZICCONI, THAT THE EXECUTIVE COMMITTEE CONCUR WITH THE T.A.C. AND MOVE THIS FORWARD TO THE BOARD WITH THE ADDITION OF THE COLCHESTER INSPECTION AND INVENTORY OF EXISTING STORMWATER SYSTEM PROJECT AS VOTED AT THE T.A.C.

Bryan Osborne said they would always be willing to share their findings with others on any project. John Zicconi said a part that hasn't been mentioned was not that a town would receive this amount of money. There was some thought that it is a maintenance project vs. planning. Those on the UPWP committee who understand maintenance and public works suggested that other towns will

1 be wanting to do very similar types of expensive projects. That's when the committee decided to
2 take this to the TAC as that's where the public works experts are. He said the UPWP committee felt
3 if it was okay with the TAC, they'd be okay with it, especially since we have the money. Mike
4 O'Brien agreed and said the biggest point was the precedence setting issue. Is this maintenance vs.
5 planning, which is why they put it to the TAC. Discussion continued. Barbara Elliott said it was
6 clarified at the TAC that Phase 1 is an inventory project and Phase 2 would be maintenance, which
7 the town would pay for. If every other town comes in and says this same inventory offers the
8 biggest bang for the buck, we should include it if it is the town's priority. Bryan Osborne said the
9 underlying issue is not whether it's maintenance or not, but whether it's eligible for PL funds. Chris
10 Roy said one thing we have to talk about are the once hard lines between transportation and
11 stormwater, or maintenance and planning – going forward we're finding these projects are
12 interconnected and the lines are getting fuzzier. We need to have a good internal discussion about
13 where we want the towns to focus their energies on in projects. Charlie said this was in the
14 language in the guidelines sent to the towns last fall. Barbara said the discussion should include:
15 do we have a funding cap on projects? Different matches? Types of projects we'll fund. Andy
16 Montroll feels the process worked in that the UPWP committee reviewed it and then it was moved
17 to the TAC and they agreed it should be included. John Zicconi said he is still concerned with
18 maintenance vs. planning and we're still struggling with it and it'll give us more time by the next
19 UPWP cycle for us to review it as to how we should deal with it in the future. All of these questions
20 still exist and when other towns look at this we can say we are in the process of analyzing it. Mike
21 O'Brien asked if Bryan could describe it but in terms of the future we should have a subcommittee
22 take up this issue sooner rather than later and not wait until the next UPWP cycle. Perhaps in the
23 fall we could deal with this before the letters go out to the communities. Chris Roy asked why we
24 think Phase 1 is a planning issue vs. maintenance. Bryan Osborne said they see it as the same as any
25 inventory that CCRPC does to make planning program such as the recent assessment for the
26 inventory for the MRGP permits, pavement conditions, and culvert assessments. They're looking at
27 inventories and conditions of their system. The difference is how the condition assessment is being
28 done. They are not putting anything into the pipes or flushing them out. All they're doing is taking a
29 piece of camera equipment and putting it down a manhole to take close-up pictures of the
30 conditions of the pipes, which gives a better perspective than having an engineer put his head down
31 in the manhole. VOTE: MOTION CARRIED UNANIMOUSLY.

32 Draft FY19 Budget. Charlie noted that this is the first draft of the FY19 Budget. The Finance
33 Committee reviewed it last week. The bottom line is that we are projecting a \$181,000 deficit. As
34 usual we started off conservatively and we'll be working to get this number to a better place before
35 the public hearing. The real issue is the indirect rate. Doing the strict math we used an indirect rate
36 of 60%. We sent VTrans our request a couple of weeks ago where we're asking for indirect rate of
37 68% to help mitigate the swings from year to year. BARBARA ELLIOTT MADE A MOTION, SECONDED
38 BY BRIAN BIGELOW, TO SEND THIS DRAFT BUDGET TO THE BOARD. MOTION CARRIED
39 UNANIMOUSLY.

- 40
41 2. Approval of Minutes of March 7, 2018 Executive Committee Meeting. ANDY MONTROLL MADE A
42 MOTION, SECONDED BY MIKE O'BRIEN, TO APPROVE THE MINUTES OF MARCH 7, 2018 AS WRITTEN.
43 MOTION CARRIED UNANIMOUSLY.

44
45 3. Act 250 & Sec. 248 Applications:

- 46 a. Spear Meadows, Inc., South Burlington #4C1173-2. Regina said this is a project on Spear Street
47 that has been on the books for a while. It has been approved by the town but is under appeal.
48 The applicant has decided to go forward with Act 250 anyway. Staff feels the project is

consistent with the regional plan, Criterion 9(L) and there are no traffic issues. Members reviewed the site plan for the location on Spear Street. BRIAN BIGELOW MADE A MOTION, SECONDED BY ANDY MONTROLL, TO APPROVE THE LETTER TO THE D.E.C. MOTION CARRIED UNANIMOUSLY.

5. Chair/Executive Director Report.

- a. Charlie gave a staff update that the Shelburne Selectboard voted to hire Lee Krohn as the interim town manager; and we're negotiating what that will look like. Whether he will take a leave of absence for the summer and be hired by Shelburne or whether it will be a contract for services with Shelburne. John Zicconi feels it may be a long hiring process. Charlie said we've been trying to be helpful to our communities when they've lost staff such as zoning assistance in Underhill and Charlotte. Charlie said there are a lot of legal issues to work out.
- b. The airport is continuing to work on its Noise Compatibility Plan. Since we've been on this committee their staff has been trying to participate with our committees. We may have the airport come in September when they complete the Noise Compatibility Plan and also give us an update on the F-35's. At the same time we told them about the I-89 study that we're undertaking that they should be involved with. Soon they'll begin their Master Plan update and they need to involve other communities & CCRPC to be sure the plan is compatible with regional and local plans.
- c. Legislature.
 - i. Charlie reported that the long-range funding for water quality is still kicking around. The Senate will be sending this to committee and the House will be taking this up.
 - ii. Charlie will be testifying on the Public Safety bill sharing our experience with the regional dispatch. When asked the status of regional dispatch, Charlie said we are getting close to the 30-day appeal period for the Town Meeting Day approvals. The new board will be meeting on April 18th. There is a lot of work to be done to get this off the ground. It appears that we will not need to provide administrative support as they will dole out various aspects to different members (i.e. financing & budget to one; HR to another, etc.)
 - iii. John Zicconi mentioned H.644 which the bill for a study committee on the regionalization of the airport. Sen. Mazza has taken an interest and is trying to have it included in the Transportation Bill. It does speak to CCRPC involvement. Mike O'Brien noted that a couple of towns are interested in that. We don't know where it'll go.

6. Draft Agenda Review – April 18th board meeting. It was noted that both Chris Roy and Charlie will be out of town for this meeting. Mike O'Brien will chair the meeting. Members reviewed the agenda – Charlie noting that items 6, 7 and 8 were suggestions. South Burlington confirmed that the project manager is available to talk about the City Center project. Eleni noted that GMT may be ready to talk about changes in service (new item). Regina said the Housing Data should be available for 2017 and would be a very short presentation. The report includes number of completed units with Certificates of Occupancy issued. We're also keeping track of demolitions. Mike O'Brien would be interested to know how many housing units have been proposed and permitted. He feels there are about 3,000 units always in the pipeline waiting to be built. Some communities track this and in others it's difficult to get the information. Mike feels if we need 6,000 units over the next ten years and have 4,500 approved and permitted, it might be good to know. Lengthy discussion ensued. Charlie feels when we talk about those large numbers, people get scared and he hasn't found it beneficial to include it. John noted that if we have

3,000 on the books but only 400 get built that tells us something. Discussion continued about having the right type of housing for the market.

7. Other Business. There was no other business.

8. Executive Session. JOHN ZICCONI MADE A MOTION, SECONDED BY BARBARA ELLIOTT, TO GO INTO EXECUTIVE SESSION AT 6:50 P.M. WITH CHARLIE PRESENT TO DISCUSS PERSONNEL MATTERS. MOTION CARRIED UNANIMOUSLY.

ANDY MONTROLL MADE A MOTION, SECONDED BY BARBARA ELLIOTT, TO COME OUT OF EXECUTIVE SESSION AT 7:15 P.M. MOTION CARRIED UNANIMOUSLY

9. Adjournment. BARBARA ELLIOTT MADE A MOTION, SECONDED BY JOHN ZICCONI, TO ADJOURN THE MEETING AT 7:16 P.M. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Bernadette Ferenc

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
FINANCE COMMITTEE MEETING MINUTES

DATE: Wednesday, March 28, 2018
TIME: 5:45 p.m.
PLACE: CCRPC Offices; 110 W. Canal Street, Suite 202; Winooski, VT 05404
PRESENT: Brian Bigelow, Secretary-Treasurer Michael O'Brien, Vice-Chair
Jeff Carr
Staff: Charlie Baker, Executive Director Forest Cohen, Senior Business Manager
Bernadette Ferenc, Trans. Business Mgr.

The meeting was called to order at 5:45 p.m. by the Finance Committee Chair, Brian Bigelow.

1. Approve February 21, 2018 Finance Committee Minutes. JEFF CARR MADE A MOTION, SECONDED BY MIKE O'BRIEN, TO APPROVE THE MINUTES OF FEBRUARY 21, 2018. MOTION CARRIED UNANIMOUSLY.
2. Review of Financial Reports through January 2018.
 - a. Balance Sheet. Cash in checking (operating) account is \$85,655; Savings (match) is \$166,612; money market/CDs (reserve) is \$216,799. Current assets over liabilities is \$690,066. Total available for match is \$136,681. Income Statement: ACCD staff time funds are 63% expended through 58% of the budget year. The transportation staff billing line is catching up to the budget at almost 56% expended. Our time and resources are increasing in the natural resources lines because of the new water quality grants. Emergency management and health programs are tracking close to budget. Salaries and benefits expenses are slightly under budget, as are overall expenses. Our technology costs such as equipment and software and telephone/internet continue to increase slightly. Our net income through January is (\$52,966). We did reduce the deficit by \$5,600 in January and expect to end the year better than the projected deficit of (\$98,137).
 - b. Cash Flow through February 2018. Forest noted that we ahead of projections through February. The disbursement of CCOA funds occurred In January which accounts for most of the change in cash balance from the end of December to the end of January. Based on this cash statement it appears that we won't have to reduce our reserve balance through the fiscal year.
3. Review the Draft FY19 Budget. Forest noted that this budget is the worst-case scenario using a 60% indirect rate, which predicts a \$180,345 deficit for FY19. He submitted our indirect rate proposal to VTrans on Monday asking for a 68% rate, which would reduce the deficit by \$80,000. We have to wait for a decision from the chief of audit, who makes the indirect cost rate determination. Members briefly discussed wanting to get out of the huge swings from year to year. Jeff Carr would prefer to see "excess revenue over expenses" rather than income. He suggested changing references of "income" to "revenue". When asked what our break even indirect rate is, Charlie said around 70%, which could fluctuate 1 or 2% each year, but not the 10% here. Our finances are set up to get our costs reimbursed. A brief discussion ensued about reviewing the indirect rate mid-year if we see we're over collecting. Members agree we would like to see our rate stay within 1-2% each year; and staff will continue to tweak it. The Finance Committee will review the budget again at a Joint Executive/Finance Committee meeting on May 2nd. We should have the indirect rate approved by VTrans and an updated budget.
4. Adjourn: JEFF CARR MADE A MOTION, SECONDED BY MIKE O'BRIEN, TO ADJOURN AT 6:15 P.M. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted, Bernadette Ferenc

04/26/18

Chittenden County RPC
Quarterly Journal Entries
January through March 2018

Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				534 - CCOA	Holiday	Salaries	261.51	
							3,671.96	3,671.96
38410	G...	01/29/2018	A	931 - IT Administr...	2 Adobe Creat...	Prepaid Maintenanc...		133.34
				931 - IT Administr...	last installmen...	Equip & Software M...	133.34	
							133.34	133.34
38466	G...	01/31/2018	Ti	932 - General Ad...	MTH - January	Salaries		2,005.41
				913 - Financial bu...	MTH - January	Salaries	1,869.45	
				933 - PTO	MTH - January	Salaries	135.96	
							2,005.41	2,005.41
38467	G...	01/31/2018	Ti	932 - General Ad...	BF - January	Salaries		4,167.24
				911 - Commission...	BF - January	Salaries	920.04	
				912 - Work progra...	BF - January	Salaries	126.28	
				913 - Financial bu...	BF - January	Salaries	2,760.12	
				922 - Staff meetings	BF - January	Salaries	72.16	
				923 - Personnel a...	BF - January	Salaries	72.16	
				933 - PTO	BF - January	Salaries	216.48	
							4,167.24	4,167.24
38470	G...	02/01/2018	M	931 - IT Administr...	for Placeways ...	Equip & Software M...	73.00	
				931 - IT Administr...	for Placeways ...	Prepaid Maintenanc...		73.00
							73.00	73.00
38471	G...	02/01/2018	M	932 - General Ad...	to record EPL ...	Prepaid Insurance		340.09
				932 - General Ad...	to record EPL ...	Liability Insurance	340.09	
							340.09	340.09
38472	G...	02/01/2018	M	932 - General Ad...	Cincinnati Co...	Prepaid Insurance		492.17
				932 - General Ad...	Cincinnati Co...	Liability Insurance	492.17	
							492.17	492.17
38473	G...	02/01/2018	M	932 - General Ad...	Monthly HSA ...	Prepaid Expense - ...		4,250.00
				932 - General Ad...	Monthly HSA ...	HSA Deposits	4,250.00	
							4,250.00	4,250.00
38485	G...	01/31/2018	Ti	932 - General Ad...	MD - January	Salaries		4,327.68
				222 - Climate Acti...	MD - January	Salaries	58.80	
				232 - Trans. policy...	MD - January	Salaries	70.56	
				23426 - Essex Jct ...	MD - January	Salaries	94.08	
				23427 - Shelburne...	MD - January	Salaries	23.52	
				235 - Tech.Assist...	MD - January	Salaries	588.00	
				2351 - Winooski R...	MD - January	Salaries	47.04	
				236 - Tech. Assist...	MD - January	Salaries	282.24	
				23610 - Blair Park...	MD - January	Salaries	176.40	
				23611 - Chamberl...	MD - January	Salaries	58.80	
				23154 - No. Willist...	MD - January	Salaries	423.36	
				231611 - Sidewalk...	MD - January	Salaries	294.00	
				231614 - Maple R...	MD - January	Salaries	305.76	
				712-Data Dev.& M...	MD - January	Salaries	635.04	
				912 - Work progra...	MD - January	Salaries	799.68	
				921 - Staff Develo...	MD - January	Salaries	70.56	
				922 - Staff meetings	MD - January	Salaries	23.52	
				934 - Holiday	MD - January	Salaries	376.32	
							4,327.68	4,327.68
38486	G...	01/31/2018	Ti	932 - General Ad...	PK - January	Salaries		7,161.28
				232 - Trans. policy...	PK - January	Salaries	817.32	
				234 - TOD - Publi...	PK - January	Salaries	77.84	
				23416 - Neighbor ...	PK - January	Salaries	155.68	
				23424 - Rvrside F...	PK - January	Salaries	233.52	
				23426 - Essex Jct ...	PK - January	Salaries	389.20	

Chittenden County RPC
Quarterly Journal Entries
January through March 2018

Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				2351 - Winooski R...	PK - January	Salaries	311.36	
				237 - Bike-Ped pla...	PK - January	Salaries	116.76	
				2391 - Rail Station...	PK - January	Salaries	233.52	
				231610 - Intervale...	PK - January	Salaries	155.68	
				725 - ECOS Plan ...	PK - January	Salaries	2,880.08	
				726 - RPC Compr...	PK - January	Salaries	155.68	
				7332 - Comm. out...	PK - January	Salaries	116.76	
				922 - Staff meetings	PK - January	Salaries	77.84	
				932 - General Ad...	PK - January	Salaries	194.60	
				933 - PTO	PK - January	Salaries	622.72	
				934 - Holiday	PK - January	Salaries	622.72	
							7,161.28	7,161.28
38489	G...	01/31/2018	Ti	932 - General Ad...	ENL - January	Salaries		4,530.08
				1112 - BF Petro C...	ENL - January	Salaries	36.93	
				1122 - BF Haz Co...	ENL - January	Salaries	36.93	
				211 - Municipal Pl...	ENL - January	Salaries	123.10	
				213 - Municipal Pl...	ENL - January	Salaries	12.31	
				214 - State & Regi...	ENL - January	Salaries	12.31	
				222 - Climate Acti...	ENL - January	Salaries	652.43	
				224 - DPS Energy...	ENL - January	Salaries	406.23	
				231 - Act250/248 r...	ENL - January	Salaries	80.02	
				2312 - Act250/248...	ENL - January	Salaries	6.16	
				712-Data Dev.& M...	ENL - January	Salaries	1,021.73	
				724 - ECO Plan U...	ENL - January	Salaries	775.53	
				725 - ECOS Plan ...	ENL - January	Salaries	283.13	
				7331 - Comm. Out...	ENL - January	Salaries	98.48	
				7332 - Comm. out...	ENL - January	Salaries	61.55	
				912 - Work progra...	ENL - January	Salaries	135.41	
				922 - Staff meetings	ENL - January	Salaries	73.86	
				923 - Personnel a...	ENL - January	Salaries	24.62	
				933 - PTO	ENL - January	Salaries	295.44	
				934 - Holiday	ENL - January	Salaries	393.91	
							4,530.08	4,530.08
38490	G...	01/31/2018	Ti	932 - General Ad...	CF - January	Salaries		7,194.40
				232 - Trans. policy...	CF - January	Salaries	156.40	
				23422 - Kimball/K...	CF - January	Salaries	391.00	
				236 - Tech. Assist...	CF - January	Salaries	312.80	
				23816 - I90 Exit 1...	CF - January	Salaries	234.60	
				231611 - Sidewalk...	CF - January	Salaries	625.60	
				231612- VT 15/Pe...	CF - January	Salaries	1,094.80	
				231613 - Skunk H...	CF - January	Salaries	78.20	
				2319 - TIP	CF - January	Salaries	1,955.00	
				725 - ECOS Plan ...	CF - January	Salaries	1,329.40	
				7332 - Comm. out...	CF - January	Salaries	78.20	
				933 - PTO	CF - January	Salaries	312.80	
				934 - Holiday	CF - January	Salaries	625.60	
							7,194.40	7,194.40
38491	G...	01/31/2018	Ti	932 - General Ad...	PB - January	Salaries		7,284.56
				21310 - Shelburne...	PB - January	Salaries	79.18	
				527 - DEMHS MOU	PB - January	Salaries	39.59	
				711 - GIS progra...	PB - January	Salaries	2,672.33	
				7111 - Public heal...	PB - January	Salaries	237.54	
				7112 - Online map...	PB - January	Salaries	1,939.91	
				7113 - Municipal T...	PB - January	Salaries	39.59	
				712-Data Dev.& M...	PB - January	Salaries	217.75	
				713 - VOBCIT	PB - January	Salaries	851.19	
				912 - Work progra...	PB - January	Salaries	39.59	
				922 - Staff meetings	PB - January	Salaries	118.77	
				931 - IT Administr...	PB - January	Salaries	79.18	
				932 - General Ad...	PB - January	Salaries	19.80	
				933 - PTO	PB - January	Salaries	316.72	
				934 - Holiday	PB - January	Salaries	633.42	

Chittenden County RPC
Quarterly Journal Entries
January through March 2018

Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
							7,284.56	7,284.56
38501	G...	01/31/2018	Ti	932 - General Ad...	MN - January	Salaries		5,330.10
				222 - Climate Acti...	MN - January	Salaries	801.15	
				225 - Act 174 Trai...	MN - January	Salaries	294.30	
				531 - RPP	MN - January	Salaries	637.65	
				711 - GIS progra...	MN - January	Salaries	506.85	
				712-Data Dev.& M...	MN - January	Salaries	212.55	
				721 - ECOS annu...	MN - January	Salaries	179.85	
				722 - ECOS annu...	MN - January	Salaries	114.45	
				724 - ECO Plan U...	MN - January	Salaries	1,258.95	
				725 - ECOS Plan ...	MN - January	Salaries	49.05	
				7331 - Comm. Out...	MN - January	Salaries	163.50	
				911 - Commission...	MN - January	Salaries	65.40	
				912 - Work progra...	MN - January	Salaries	32.70	
				922 - Staff meetings	MN - January	Salaries	65.40	
				923 - Personnel a...	MN - January	Salaries	130.80	
				933 - PTO	MN - January	Salaries	359.70	
				934 - Holiday	MN - January	Salaries	457.80	
							5,330.10	5,330.10
38502	G...	01/31/2018	Ti	932 - General Ad...	Intern - HD - J...	Salaries		1,086.75
				323 - Municipal R...	Intern - HD - J...	Salaries	128.25	
				712-Data Dev.& M...	Intern - HD - J...	Salaries	958.50	
							1,086.75	1,086.75
38504	G...	01/31/2018	Ti	932 - General Ad...	FC - January	Salaries		6,647.92
				531 - RPP	FC - January	Salaries	216.78	
				911 - Commission...	FC - January	Salaries	126.46	
				912 - Work progra...	FC - January	Salaries	99.36	
				913 - Financial bu...	FC - January	Salaries	3,929.14	
				914 - Grant writing...	FC - January	Salaries	216.78	
				922 - Staff meetings	FC - January	Salaries	234.85	
				923 - Personnel a...	FC - January	Salaries	560.02	
				932 - General Ad...	FC - January	Salaries	72.26	
				933 - PTO	FC - January	Salaries	614.21	
				934 - Holiday	FC - January	Salaries	578.06	
							6,647.92	6,647.92
38505	G...	01/31/2018	Ti	932 - General Ad...	LK -January	Salaries		6,953.36
				213 - Municipal Pl...	LK -January	Salaries	132.27	
				21317 - Impact Fe...	LK -January	Salaries	1,228.18	
				21318 - Charlotte ...	LK -January	Salaries	1,265.97	
				214 - State & Regi...	LK -January	Salaries	113.37	
				23418 - SB Traffic...	LK -January	Salaries	18.90	
				2367 - Update to ...	LK -January	Salaries	18.90	
				5211 - EMPG Loc...	LK -January	Salaries	1,662.76	
				524 - LEPC	LK -January	Salaries	718.01	
				527 - DEMHS MOU	LK -January	Salaries	226.74	
				731 - Municipal tra...	LK -January	Salaries	113.37	
				7331 - Comm. Out...	LK -January	Salaries	113.37	
				741 - Regional or ...	LK -January	Salaries	321.22	
				912 - Work progra...	LK -January	Salaries	132.27	
				922 - Staff meetings	LK -January	Salaries	37.79	
				923 - Personnel a...	LK -January	Salaries	207.85	
				932 - General Ad...	LK -January	Salaries	37.79	
				934 - Holiday	LK -January	Salaries	604.60	
							6,953.36	6,953.36
38506	G...	01/31/2018	Ti	932 - General Ad...	RM - January	Salaries		8,163.54
				211 - Municipal Pl...	RM - January	Salaries	81.84	
				213 - Municipal Pl...	RM - January	Salaries	347.82	
				2139 - Huntington ...	RM - January	Salaries	92.07	
				214 - State & Regi...	RM - January	Salaries	327.36	
				215 - Affordable h...	RM - January	Salaries	982.08	
				222 - Climate Acti...	RM - January	Salaries	40.92	

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January through March 2018

Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				231 - Act250/248 r...	RM - January	Salaries	20.46	
				316 - AHMP	RM - January	Salaries	40.92	
				322 - Regional Sto...	RM - January	Salaries	92.07	
				323 - Municipal R...	RM - January	Salaries	143.22	
				721 - ECOS annu...	RM - January	Salaries	92.07	
				724 - ECO Plan U...	RM - January	Salaries	1,554.96	
				725 - ECOS Plan ...	RM - January	Salaries	890.01	
				731 - Municipal tra...	RM - January	Salaries	675.18	
				7331 - Comm. Out...	RM - January	Salaries	450.12	
				7332 - Comm. out...	RM - January	Salaries	102.30	
				911 - Commission...	RM - January	Salaries	61.38	
				912 - Work progra...	RM - January	Salaries	634.26	
				913 - Financial bu...	RM - January	Salaries	40.92	
				922 - Staff meetings	RM - January	Salaries	368.28	
				923 - Personnel a...	RM - January	Salaries	245.52	
				932 - General Ad...	RM - January	Salaries	225.06	
				934 - Holiday	RM - January	Salaries	654.72	
							8,163.54	8,163.54
38507	G...	01/31/2018	0	932 - General Ad...	January Mileage	EV/CarShare		54.52
				731 - Municipal tra...	RM - CHT Pre...	Project - Mileage	3.27	
				23426 - Essex Jct ...	RM - EJVT PI...	Project - Mileage	5.45	
				932 - General Ad...	MD - General ...	Mileage	2.73	
				23424 - Rvrside F...	PK - Jericho R...	Project - Mileage	12.54	
				23416 - Neighbor ...	PK - Neighbor ...	Project - Mileage	5.45	
				323 - Municipal R...	CD - WQ Mtg ...	Project - Mileage	11.99	
				215 - Affordable h...	RM - Housing ...	Project - Mileage	8.18	
				7331 - Comm. Out...	MN & RM 0 C...	Project - Mileage	4.91	
							54.52	54.52
38508	G...	02/09/2018	P	932 - General Ad...	payroll for che...	Salaries	49,898.00	
				932 - General Ad...	payroll for che...	Payroll Expenses	88.40	
				932 - General Ad...	payroll for che...	Payroll Tax Expense	4,092.38	
				932 - General Ad...	payroll for che...	Health Insurance		1,024.22
				932 - General Ad...	payroll for che...	Vision Plan		80.66
				932 - General Ad...	payroll for che...	United Way Payable		186.00
				932 - General Ad...	payroll for che...	VMERS Defined Be...		2,773.49
				932 - General Ad...	payroll for che...	Life Insurance/Disa...		30.63
				932 - General Ad...	payroll for che...	457 Plan - Bernie F...		250.00
				932 - General Ad...	payroll for che...	457 Plan - Peter Ke...		300.00
				932 - General Ad...	payroll	Checking - People's...		49,433.78
							54,078.78	54,078.78
38523	G...	01/31/2018	Ti	932 - General Ad...	SS - January	Salaries		5,365.44
				232 - Trans. policy...	SS - January	Salaries	58.32	
				236 - Tech. Assist...	SS - January	Salaries	1,049.76	
				23610 - Blair Park...	SS - January	Salaries	349.92	
				23611 - Chamberl...	SS - January	Salaries	233.28	
				2310- ITS & TSM	SS - January	Salaries	29.16	
				23101 - Adaptive ...	SS - January	Salaries	845.64	
				23102 - Real Time...	SS - January	Salaries	641.52	
				23103 - Shelburne...	SS - January	Salaries	145.80	
				231612- VT 15/Pe...	SS - January	Salaries	320.76	
				231613 - Skunk H...	SS - January	Salaries	364.50	
				912 - Work progra...	SS - January	Salaries	247.86	
				923 - Personnel a...	SS - January	Salaries	29.16	
				933 - PTO	SS - January	Salaries	583.20	
				934 - Holiday	SS - January	Salaries	466.56	
							5,365.44	5,365.44
38524	G...	01/31/2018	Ti	932 - General Ad...	DA- January	Salaries		6,359.04
				1111 - BF Petrolu...	DA- January	Salaries	51.84	
				1112 - BF Petro C...	DA- January	Salaries	120.96	
				1113 - BF Petro Si...	DA- January	Salaries	103.68	
				1121 - BF Haz Agr...	DA- January	Salaries	51.84	
				1122 - BF Haz Co...	DA- January	Salaries	103.68	

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Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				1123 - BF Haz Sit...	DA- January	Salaries	51.84	
				121 - Byway Coord...	DA- January	Salaries	276.48	
				122 - CVNHP stak...	DA- January	Salaries	8.64	
				316 - AHMP	DA- January	Salaries	8.64	
				3182 - ANR HMG...	DA- January	Salaries	8.64	
				322 - Regional Sto...	DA- January	Salaries	34.56	
				3221 - RSEP	DA- January	Salaries	613.44	
				32251 - Outreach ...	DA- January	Salaries	224.64	
				32252 - Muni Plan...	DA- January	Salaries	423.36	
				32255 - Admin & ...	DA- January	Salaries	803.52	
				323 - Municipal R...	DA- January	Salaries	190.08	
				326 - Underhill S...	DA- January	Salaries	86.40	
				327 - Richmond S...	DA- January	Salaries	345.60	
				329 - VT Muni Cle...	DA- January	Salaries	250.56	
				3311 - Williston W...	DA- January	Salaries	43.20	
				5211 - EMPG Loc...	DA- January	Salaries	354.24	
				527 - DEMHS MOU	DA- January	Salaries	51.84	
				912 - Work progra...	DA- January	Salaries	17.28	
				921 - Staff Develo...	DA- January	Salaries	69.12	
				922 - Staff meetings	DA- January	Salaries	77.76	
				923 - Personnel a...	DA- January	Salaries	69.12	
				932 - General Ad...	DA- January	Salaries	69.12	
				933 - PTO	DA- January	Salaries	1,261.44	
				934 - Holiday	DA- January	Salaries	552.96	
				3312 - Burlington ...	DA- January	Salaries	34.56	
							6,359.04	6,359.04
38525	G...	01/31/2018	Ti	932 - General Ad...	EV - January	Salaries		5,174.08
				511 - Traffic Alert ...	EV - January	Salaries	28.12	
				721 - ECOS annu...	EV - January	Salaries	309.32	
				722 - ECOS annu...	EV - January	Salaries	309.32	
				724 - ECO Plan U...	EV - January	Salaries	337.44	
				725 - ECOS Plan ...	EV - January	Salaries	365.56	
				7331 - Comm. Out...	EV - January	Salaries	1,265.40	
				7332 - Comm. out...	EV - January	Salaries	1,152.92	
				811 - Title VI and ...	EV - January	Salaries	253.08	
				912 - Work progra...	EV - January	Salaries	56.24	
				923 - Personnel a...	EV - January	Salaries	28.12	
				933 - PTO	EV - January	Salaries	618.64	
				934 - Holiday	EV - January	Salaries	449.92	
							5,174.08	5,174.08
38526	G...	01/31/2018	Ti	932 - General Ad...	CD - January	Salaries		4,555.84
				232 - Trans. policy...	CD - January	Salaries	49.52	
				235 - Tech.Assist...	CD - January	Salaries	49.52	
				236 - Tech. Assist...	CD - January	Salaries	49.52	
				23817 - ADA Stud...	CD - January	Salaries	49.52	
				231610 - Intervale...	CD - January	Salaries	49.52	
				231614 - Maple R...	CD - January	Salaries	99.04	
				323 - Municipal R...	CD - January	Salaries	2,154.12	
				332 - MR Grants-i...	CD - January	Salaries	37.14	
				711 - GIS progra...	CD - January	Salaries	507.58	
				712-Data Dev.& M...	CD - January	Salaries	594.24	
				714 - Road Surve...	CD - January	Salaries	396.16	
				912 - Work progra...	CD - January	Salaries	74.28	
				922 - Staff meetings	CD - January	Salaries	49.52	
				934 - Holiday	CD - January	Salaries	396.16	
							4,555.84	4,555.84
38527	G...	01/31/2018	Ti	932 - General Ad...	BD - January	Salaries		5,669.04
				232 - Trans. policy...	BD - January	Salaries	30.81	
				233 - TDM (staff)	BD - January	Salaries	801.06	
				23424 - Rvrside F...	BD - January	Salaries	92.43	
				235 - Tech.Assist...	BD - January	Salaries	431.34	
				236 - Tech. Assist...	BD - January	Salaries	154.05	
				237 - Bike-Ped pla...	BD - January	Salaries	1,540.50	

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Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				238 - Bike Ped pla...	BD - January	Salaries	92.43	
				23133 - No.&So. ...	BD - January	Salaries	61.62	
				7332 - Comm. out...	BD - January	Salaries	123.24	
				811 - Title VI and ...	BD - January	Salaries	77.03	
				911 - Commission...	BD - January	Salaries	61.62	
				912 - Work progra...	BD - January	Salaries	231.08	
				922 - Staff meetings	BD - January	Salaries	30.81	
				923 - Personnel a...	BD - January	Salaries	30.81	
				933 - PTO	BD - January	Salaries	1,417.26	
				934 - Holiday	BD - January	Salaries	492.95	
							5,669.04	5,669.04
38528	G...	01/31/2018	Ti	932 - General Ad...	CB - January	Salaries		9,735.44
				222 - Climate Acti...	CB - January	Salaries	158.73	
				232 - Trans. policy...	CB - January	Salaries	52.91	
				2323 - Trans Polic...	CB - January	Salaries	370.37	
				237 - Bike-Ped pla...	CB - January	Salaries	476.19	
				239 - Air, Rail Ferr...	CB - January	Salaries	105.82	
				322 - Regional Sto...	CB - January	Salaries	687.83	
				32251 - Outreach ...	CB - January	Salaries	79.37	
				32255 - Admin & ...	CB - January	Salaries	264.55	
				323 - Municipal R...	CB - January	Salaries	634.92	
				3311 - Williston W...	CB - January	Salaries	52.91	
				534 - CCOA	CB - January	Salaries	264.55	
				721 - ECOS annu...	CB - January	Salaries	26.46	
				722 - ECOS annu...	CB - January	Salaries	26.46	
				724 - ECO Plan U...	CB - January	Salaries	158.73	
				725 - ECOS Plan ...	CB - January	Salaries	476.19	
				726 - RPC Compr...	CB - January	Salaries	105.82	
				7331 - Comm. Out...	CB - January	Salaries	899.47	
				7332 - Comm. out...	CB - January	Salaries	476.19	
				741 - Regional or ...	CB - January	Salaries	211.64	
				811 - Title VI and ...	CB - January	Salaries	52.91	
				911 - Commission...	CB - January	Salaries	264.55	
				912 - Work progra...	CB - January	Salaries	529.10	
				921 - Staff Develo...	CB - January	Salaries	52.91	
				922 - Staff meetings	CB - January	Salaries	476.19	
				923 - Personnel a...	CB - January	Salaries	317.46	
				932 - General Ad...	CB - January	Salaries	423.28	
				933 - PTO	CB - January	Salaries	1,243.39	
				934 - Holiday	CB - January	Salaries	846.54	
							9,735.44	9,735.44
38537	G...	01/31/2018	Ti	932 - General Ad...	JC - January	Salaries		5,904.56
				2312 - Act250/248...	JC - January	Salaries	224.63	
				23426 - Essex Jct ...	JC - January	Salaries	64.18	
				23427 - Shelburne...	JC - January	Salaries	96.27	
				235 - Tech.Assist...	JC - January	Salaries	112.32	
				236 - Tech. Assist...	JC - January	Salaries	1,411.96	
				23154 - No. Willist...	JC - January	Salaries	593.67	
				2316 - Local scopi...	JC - January	Salaries	144.41	
				231612- VT 15/Pe...	JC - January	Salaries	32.09	
				231615 - Winoosk...	JC - January	Salaries	529.49	
				725 - ECOS Plan ...	JC - January	Salaries	946.66	
				912 - Work progra...	JC - January	Salaries	80.23	
				922 - Staff meetings	JC - January	Salaries	64.18	
				933 - PTO	JC - January	Salaries	1,091.06	
				934 - Holiday	JC - January	Salaries	513.41	
							5,904.56	5,904.56
38557	G...	01/31/2018	Ti	932 - General Ad...	EC- January	Salaries		8,124.40
				232 - Trans. policy...	EC- January	Salaries	85.52	
				2323 - Trans Polic...	EC- January	Salaries	128.28	
				233 - TDM (staff)	EC- January	Salaries	213.80	
				234 - TOD - Publi...	EC- January	Salaries	299.32	
				235 - Tech.Assist...	EC- January	Salaries	1,218.66	

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Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				236 - Tech. Assist...	EC- January	Salaries	1,560.74	
				237 - Bike-Ped pla...	EC- January	Salaries	64.14	
				238 - Bike Ped pla...	EC- January	Salaries	128.28	
				239 - Air, Rail Ferr...	EC- January	Salaries	363.46	
				2391 - Rail Station...	EC- January	Salaries	85.52	
				2310- ITS & TSM	EC- January	Salaries	171.04	
				23101 - Adaptive ...	EC- January	Salaries	42.76	
				2313 - Local Corri...	EC- January	Salaries	42.76	
				23162 - Burl. Raily...	EC- January	Salaries	513.12	
				323 - Municipal R...	EC- January	Salaries	384.84	
				725 - ECOS Plan ...	EC- January	Salaries	1,282.80	
				911 - Commission...	EC- January	Salaries	171.04	
				912 - Work progra...	EC- January	Salaries	555.88	
				922 - Staff meetings	EC- January	Salaries	85.52	
				923 - Personnel a...	EC- January	Salaries	42.76	
				934 - Holiday	EC- January	Salaries	684.16	
							8,124.40	8,124.40
38608	G...	01/31/2018	a	932 - General Ad...	to adjust accru...	Accrued Vacation P...	1,609.20	
				932 - General Ad...	to adjust accru...	Salaries		1,609.20
							1,609.20	1,609.20
38637	G...	01/01/2018	A	931 - IT Administr...	ESRI - ARC G...	Prepaid Maintenanc...		529.17
				931 - IT Administr...	ESRI - ARC G...	Equip & Software M...	529.17	
							529.17	529.17
38638	G...	01/01/2018	A	932 - General Ad...	Travelers WC ...	Prepaid Insurance		263.59
				932 - General Ad...	to record mont...	Workers Comp	263.59	
							263.59	263.59
38639	G...	01/01/2018	A	932 - General Ad...	to record serv...	Depreciation	297.08	
				932 - General Ad...	to record serv...	A/D Furniture, Equi...		297.08
							297.08	297.08
38640	G...	02/11/2018	Ar	931 - IT Administr...	ESRI - Insight...	Prepaid Maintenanc...		41.67
				931 - IT Administr...	ESRI - Insight...	Equip & Software M...	41.67	
							41.67	41.67
38663	G...	02/23/2018	w/	932 - General Ad...	payroll for che...	Salaries	49,798.96	
				932 - General Ad...	payroll for che...	Payroll Expenses	91.40	
				932 - General Ad...	payroll for che...	Payroll Tax Expense	4,083.71	
				932 - General Ad...	payroll for che...	Health Insurance		1,024.22
				932 - General Ad...	payroll for che...	Vision Plan		80.66
				932 - General Ad...	payroll for che...	United Way Payable		186.00
				932 - General Ad...	payroll for che...	VMERS Defined Be...		2,773.49
				932 - General Ad...	payroll for che...	Life Insurance/Disa...		30.63
				932 - General Ad...	payroll for che...	457 Plan - Bernie F...		250.00
				932 - General Ad...	payroll for che...	457 Plan - Peter Ke...		300.00
				932 - General Ad...	payroll	Checking - People's...		49,329.07
							53,974.07	53,974.07
38683	G...	01/31/2018	J		To record Jan....	Deferred Income-C...	15,981.66	
					To record Jan....	Match - community ...		15,981.66
					To record in-ki...	1121 - unbilled inkind	569.85	
					To record Jan....	Match - In-Kind		569.85
							16,551.51	16,551.51
38687	G...	02/28/2018	A	931 - IT Administr...	2 Adobe Creat...	Prepaid Maintenanc...		133.34
				931 - IT Administr...	last installmen...	Equip & Software M...	133.34	
							133.34	133.34
38693	G...	02/28/2018	Ti	932 - General Ad...	MTH - February	Salaries		1,841.13
				913 - Financial bu...	MTH - February	Salaries	1,773.15	

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Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				933 - PTO	MTH - February	Salaries	67.98	
							1,841.13	1,841.13
38694	G...	02/28/2018	Ti	932 - General Ad...	BF - February	Salaries		3,635.06
				911 - Commission...	BF - February	Salaries	487.08	
				912 - Work progra...	BF - February	Salaries	432.96	
				913 - Financial bu...	BF - February	Salaries	2,002.44	
				914 - Grant writing...	BF - February	Salaries	216.48	
				921 - Staff Develo...	BF - February	Salaries	27.06	
				922 - Staff meetings	BF - February	Salaries	45.10	
				923 - Personnel a...	BF - February	Salaries	36.08	
				933 - PTO	BF - February	Salaries	387.86	
							3,635.06	3,635.06
38695	G...	03/01/2018	M	534 - CCOA	Aikman/Fath ...	Project - Telephone...	34.00	
				932 - General Ad...	Aikman/Fath ...	Telephone/Internet		34.00
							34.00	34.00
38696	G...	03/01/2018	M	931 - IT Administr...	for Placeways ...	Equip & Software M...	73.00	
				931 - IT Administr...	for Placeways ...	Prepaid Maintenanc...		73.00
							73.00	73.00
38697	G...	03/01/2018	M	932 - General Ad...	to record EPL ...	Prepaid Insurance		340.09
				932 - General Ad...	to record EPL ...	Liability Insurance	340.09	
							340.09	340.09
38698	G...	03/01/2018	M	932 - General Ad...	Cincinnati Co...	Prepaid Insurance		492.17
				932 - General Ad...	Cincinnati Co...	Liability Insurance	492.17	
							492.17	492.17
38699	G...	03/01/2018	M	932 - General Ad...	Monthly HSA ...	Prepaid Expense - ...		4,250.00
				932 - General Ad...	Monthly HSA ...	HSA Deposits	4,250.00	
							4,250.00	4,250.00
38707	G...	02/28/2018	Ti	932 - General Ad...	ENL - February	Salaries		3,951.51
				1112 - BF Petro C...	ENL - February	Salaries	24.62	
				1113 - BF Petro Si...	ENL - February	Salaries	135.41	
				1122 - BF Haz Co...	ENL - February	Salaries	24.62	
				1123 - BF Haz Sit...	ENL - February	Salaries	61.55	
				211 - Municipal Pl...	ENL - February	Salaries	523.18	
				213 - Municipal Pl...	ENL - February	Salaries	160.03	
				222 - Climate Acti...	ENL - February	Salaries	984.80	
				224 - DPS Energy...	ENL - February	Salaries	98.48	
				225 - Act 174 Trai...	ENL - February	Salaries	221.58	
				231 - Act250/248 r...	ENL - February	Salaries	221.58	
				2312 - Act250/248...	ENL - February	Salaries	98.48	
				712-Data Dev.& M...	ENL - February	Salaries	553.95	
				721 - ECOS annu...	ENL - February	Salaries	24.62	
				724 - ECO Plan U...	ENL - February	Salaries	344.68	
				7331 - Comm. Out...	ENL - February	Salaries	61.55	
				911 - Commission...	ENL - February	Salaries	49.24	
				912 - Work progra...	ENL - February	Salaries	61.55	
				922 - Staff meetings	ENL - February	Salaries	92.33	
				931 - IT Administr...	ENL - February	Salaries	12.31	
				934 - Holiday	ENL - February	Salaries	196.95	
							3,951.51	3,951.51
38709	G...	02/28/2018	Ti	932 - General Ad...	PB - February	Salaries		6,334.40
				3182 - ANR HMG...	PB - February	Salaries	197.95	
				3183 - ANR HMG...	PB - February	Salaries	118.77	
				3184 - ANR HMG...	PB - February	Salaries	158.36	
				323 - Municipal R...	PB - February	Salaries	39.59	
				711 - GIS progra...	PB - February	Salaries	2,256.63	

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Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				7111 - Public heal...	PB - February	Salaries	19.80	
				7112 - Online map...	PB - February	Salaries	2,513.97	
				712-Data Dev.& M...	PB - February	Salaries	59.39	
				713 - VOBCT	PB - February	Salaries	138.57	
				912 - Work progra...	PB - February	Salaries	39.59	
				922 - Staff meetings	PB - February	Salaries	118.77	
				923 - Personnel a...	PB - February	Salaries	79.18	
				931 - IT Administr...	PB - February	Salaries	197.95	
				932 - General Ad...	PB - February	Salaries	79.18	
				934 - Holiday	PB - February	Salaries	316.70	
							6,334.40	6,334.40
38710	G...	02/28/2018	Ti	932 - General Ad...	JC - February	Salaries		5,134.40
				2312 - Act250/248...	JC - February	Salaries	32.09	
				232 - Trans. policy...	JC - February	Salaries	64.18	
				23422 - Kimball/K...	JC - February	Salaries	80.23	
				2351 - Winooski R...	JC - February	Salaries	128.36	
				236 - Tech. Assist...	JC - February	Salaries	1,026.88	
				23131 - Burl. Nort...	JC - February	Salaries	48.14	
				23154 - No. Willist...	JC - February	Salaries	1,235.47	
				2316 - Local scopi...	JC - February	Salaries	160.45	
				231612- VT 15/Pe...	JC - February	Salaries	320.90	
				231615 - Winoosk...	JC - February	Salaries	288.81	
				2318 - Transportat...	JC - February	Salaries	32.09	
				712-Data Dev.& M...	JC - February	Salaries	304.86	
				912 - Work progra...	JC - February	Salaries	240.68	
				922 - Staff meetings	JC - February	Salaries	160.45	
				933 - PTO	JC - February	Salaries	754.12	
				934 - Holiday	JC - February	Salaries	256.69	
							5,134.40	5,134.40
38711	G...	02/28/2018	Ti	932 - General Ad...	MD - February	Salaries		3,763.20
				222 - Climate Acti...	MD - February	Salaries	58.80	
				232 - Trans. policy...	MD - February	Salaries	47.04	
				234 - TOD - Publi...	MD - February	Salaries	352.80	
				235 - Tech.Assist...	MD - February	Salaries	517.44	
				2351 - Winooski R...	MD - February	Salaries	211.68	
				236 - Tech. Assist...	MD - February	Salaries	82.32	
				237 - Bike-Ped pla...	MD - February	Salaries	35.28	
				23154 - No. Willist...	MD - February	Salaries	341.04	
				231611 - Sidewalk...	MD - February	Salaries	223.44	
				231614 - Maple R...	MD - February	Salaries	211.68	
				712-Data Dev.& M...	MD - February	Salaries	446.88	
				726 - RPC Compr...	MD - February	Salaries	164.64	
				7332 - Comm. out...	MD - February	Salaries	23.52	
				912 - Work progra...	MD - February	Salaries	717.36	
				922 - Staff meetings	MD - February	Salaries	129.36	
				932 - General Ad...	MD - February	Salaries	11.76	
				934 - Holiday	MD - February	Salaries	188.16	
							3,763.20	3,763.20
38712	G...	02/28/2018	Ti	932 - General Ad...	PK - February	Salaries		6,227.20
				232 - Trans. policy...	PK - February	Salaries	973.00	
				234 - TOD - Publi...	PK - February	Salaries	233.52	
				23416 - Neighbor ...	PK - February	Salaries	311.36	
				23424 - Rvrside F...	PK - February	Salaries	38.92	
				23426 - Essex Jct ...	PK - February	Salaries	38.92	
				2351 - Winooski R...	PK - February	Salaries	1,011.92	
				237 - Bike-Ped pla...	PK - February	Salaries	389.20	
				23817 - ADA Stud...	PK - February	Salaries	155.68	
				23819 - So Burling...	PK - February	Salaries	272.44	
				2391 - Rail Station...	PK - February	Salaries	389.20	
				231610 - Intervale...	PK - February	Salaries	77.84	
				725 - ECOS Plan ...	PK - February	Salaries	155.68	
				726 - RPC Compr...	PK - February	Salaries	389.20	
				7332 - Comm. out...	PK - February	Salaries	77.84	

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Quarterly Journal Entries
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Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				912 - Work progra...	PK - February	Salaries	116.76	
				922 - Staff meetings	PK - February	Salaries	233.52	
				932 - General Ad...	PK - February	Salaries	116.76	
				933 - PTO	PK - February	Salaries	934.08	
				934 - Holiday	PK - February	Salaries	311.36	
							6,227.20	6,227.20
38713	G...	02/28/2018	Ti	932 - General Ad...	CF - February	Salaries		6,256.00
				232 - Trans. policy...	CF - February	Salaries	117.30	
				2323 - Trans Polic...	CF - February	Salaries	234.60	
				23422 - Kimball/K...	CF - February	Salaries	312.80	
				231611 - Sidewalk...	CF - February	Salaries	273.70	
				231612- VT 15/Pe...	CF - February	Salaries	156.40	
				2319 - TIP	CF - February	Salaries	4,574.70	
				725 - ECOS Plan ...	CF - February	Salaries	156.40	
				922 - Staff meetings	CF - February	Salaries	117.30	
				934 - Holiday	CF - February	Salaries	312.80	
							6,256.00	6,256.00
38717	G...	02/28/2018	Ti	932 - General Ad...	RM - February	Salaries		5,912.94
				211 - Municipal Pl...	RM - February	Salaries	51.15	
				213 - Municipal Pl...	RM - February	Salaries	501.27	
				2139 - Huntington ...	RM - February	Salaries	306.90	
				21320 - Essex Ho...	RM - February	Salaries	265.98	
				214 - State & Regi...	RM - February	Salaries	368.28	
				215 - Affordable h...	RM - February	Salaries	358.05	
				231 - Act250/248 r...	RM - February	Salaries	92.07	
				232 - Trans. policy...	RM - February	Salaries	61.38	
				322 - Regional Sto...	RM - February	Salaries	81.84	
				3221 - RSEP	RM - February	Salaries	40.92	
				323 - Municipal R...	RM - February	Salaries	71.61	
				3311 - Williston W...	RM - February	Salaries	10.23	
				3312 - Burlington ...	RM - February	Salaries	10.23	
				721 - ECOS annu...	RM - February	Salaries	204.60	
				722 - ECOS annu...	RM - February	Salaries	122.76	
				724 - ECO Plan U...	RM - February	Salaries	1,176.45	
				725 - ECOS Plan ...	RM - February	Salaries	286.44	
				731 - Municipal tra...	RM - February	Salaries	122.76	
				7331 - Comm. Out...	RM - February	Salaries	511.50	
				7332 - Comm. out...	RM - February	Salaries	143.22	
				911 - Commission...	RM - February	Salaries	122.76	
				912 - Work progra...	RM - February	Salaries	214.83	
				922 - Staff meetings	RM - February	Salaries	235.29	
				923 - Personnel a...	RM - February	Salaries	143.22	
				932 - General Ad...	RM - February	Salaries	20.46	
				933 - PTO	RM - February	Salaries	61.38	
				934 - Holiday	RM - February	Salaries	327.36	
							5,912.94	5,912.94
38734	G...	02/28/2018	Ti	932 - General Ad...	FC - February	Salaries		5,780.80
				531 - RPP	FC - February	Salaries	90.33	
				911 - Commission...	FC - February	Salaries	54.20	
				912 - Work progra...	FC - February	Salaries	343.24	
				913 - Financial bu...	FC - February	Salaries	3,739.46	
				922 - Staff meetings	FC - February	Salaries	216.78	
				923 - Personnel a...	FC - February	Salaries	505.82	
				932 - General Ad...	FC - February	Salaries	108.39	
				933 - PTO	FC - February	Salaries	433.56	
				934 - Holiday	FC - February	Salaries	289.02	
							5,780.80	5,780.80
38735	G...	02/28/2018	Ti	932 - General Ad...	MN - February	Salaries		4,676.10
				222 - Climate Acti...	MN - February	Salaries	1,389.75	
				225 - Act 174 Trai...	MN - February	Salaries	196.20	
				531 - RPP	MN - February	Salaries	523.20	
				711 - GIS progra...	MN - February	Salaries	130.80	

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Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				712-Data Dev.& M...	MN - February	Salaries	425.10	
				721 - ECOS annu...	MN - February	Salaries	523.20	
				7331 - Comm. Out...	MN - February	Salaries	572.25	
				911 - Commission...	MN - February	Salaries	65.40	
				912 - Work progra...	MN - February	Salaries	49.05	
				922 - Staff meetings	MN - February	Salaries	65.40	
				923 - Personnel a...	MN - February	Salaries	32.70	
				931 - IT Administr...	MN - February	Salaries	32.70	
				933 - PTO	MN - February	Salaries	441.45	
				934 - Holiday	MN - February	Salaries	228.90	
							4,676.10	4,676.10
38736	G...	02/28/2018	Ti	932 - General Ad...	BD - February	Salaries		4,929.60
				232 - Trans. policy...	BD - February	Salaries	61.62	
				233 - TDM (staff)	BD - February	Salaries	585.39	
				23424 - Rvrside F...	BD - February	Salaries	246.48	
				235 - Tech.Assist...	BD - February	Salaries	184.86	
				236 - Tech. Assist...	BD - February	Salaries	277.29	
				23612 - Williston ...	BD - February	Salaries	92.43	
				237 - Bike-Ped pla...	BD - February	Salaries	1,786.98	
				2311- Alt fuels pla...	BD - February	Salaries	92.43	
				23133 - No.&So. ...	BD - February	Salaries	338.91	
				726 - RPC Compr...	BD - February	Salaries	61.62	
				7332 - Comm. out...	BD - February	Salaries	154.05	
				811 - Title VI and ...	BD - February	Salaries	184.86	
				911 - Commission...	BD - February	Salaries	61.62	
				912 - Work progra...	BD - February	Salaries	215.67	
				922 - Staff meetings	BD - February	Salaries	61.62	
				923 - Personnel a...	BD - February	Salaries	123.24	
				933 - PTO	BD - February	Salaries	154.05	
				934 - Holiday	BD - February	Salaries	246.48	
							4,929.60	4,929.60
38737	G...	02/28/2018	Ti	932 - General Ad...	CB - February	Salaries		9,047.61
				215 - Affordable h...	CB - February	Salaries	264.55	
				224 - DPS Energy...	CB - February	Salaries	264.55	
				2312 - Act250/248...	CB - February	Salaries	52.91	
				232 - Trans. policy...	CB - February	Salaries	52.91	
				2323 - Trans Polic...	CB - February	Salaries	211.64	
				234 - TOD - Publi...	CB - February	Salaries	52.91	
				23422 - Kimball/K...	CB - February	Salaries	52.91	
				23101 - Adaptive ...	CB - February	Salaries	317.46	
				2318 - Transportat...	CB - February	Salaries	52.91	
				322 - Regional Sto...	CB - February	Salaries	529.10	
				323 - Municipal R...	CB - February	Salaries	264.55	
				3311 - Williston W...	CB - February	Salaries	26.46	
				3312 - Burlington ...	CB - February	Salaries	26.46	
				534 - CCOA	CB - February	Salaries	105.82	
				721 - ECOS annu...	CB - February	Salaries	52.91	
				724 - ECO Plan U...	CB - February	Salaries	449.74	
				725 - ECOS Plan ...	CB - February	Salaries	26.46	
				7331 - Comm. Out...	CB - February	Salaries	2,010.58	
				7332 - Comm. out...	CB - February	Salaries	740.74	
				741 - Regional or ...	CB - February	Salaries	211.64	
				811 - Title VI and ...	CB - February	Salaries	52.91	
				911 - Commission...	CB - February	Salaries	423.28	
				912 - Work progra...	CB - February	Salaries	634.92	
				913 - Financial bu...	CB - February	Salaries	52.91	
				922 - Staff meetings	CB - February	Salaries	317.46	
				923 - Personnel a...	CB - February	Salaries	476.19	
				931 - IT Administr...	CB - February	Salaries	52.91	
				932 - General Ad...	CB - February	Salaries	846.56	
				934 - Holiday	CB - February	Salaries	423.26	
							9,047.61	9,047.61
38738	G...	02/28/2018	Ti	932 - General Ad...	HD - Intern - F...	Salaries		985.50

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Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				323 - Municipal R...	HD - Intern - F...	Salaries	202.50	
				712-Data Dev.& M...	HD - Intern - F...	Salaries	783.00	
							985.50	985.50
38739	G...	02/28/2018	Ti	932 - General Ad...	CD - February	Salaries		3,961.60
				232 - Trans. policy...	CD - February	Salaries	49.52	
				235 - Tech.Assist...	CD - February	Salaries	148.56	
				2369 - Local Cap. ...	CD - February	Salaries	123.80	
				23817 - ADA Stud...	CD - February	Salaries	86.66	
				231610 - Intervale...	CD - February	Salaries	49.52	
				231614 - Maple R...	CD - February	Salaries	37.14	
				323 - Municipal R...	CD - February	Salaries	1,052.30	
				711 - GIS progra...	CD - February	Salaries	643.76	
				712-Data Dev.& M...	CD - February	Salaries	247.60	
				714 - Road Surve...	CD - February	Salaries	61.90	
				732 - Municipal tra...	CD - February	Salaries	111.42	
				912 - Work progra...	CD - February	Salaries	61.90	
				922 - Staff meetings	CD - February	Salaries	49.52	
				923 - Personnel a...	CD - February	Salaries	198.08	
				933 - PTO	CD - February	Salaries	841.84	
				934 - Holiday	CD - February	Salaries	198.08	
							3,961.60	3,961.60
38743	G...	02/28/2018	Ti	932 - General Ad...	LK - February	Salaries		6,084.19
				211 - Municipal Pl...	LK - February	Salaries	264.53	
				213 - Municipal Pl...	LK - February	Salaries	113.37	
				21317 - Impact Fe...	LK - February	Salaries	66.13	
				21318 - Charlotte ...	LK - February	Salaries	1,700.55	
				214 - State & Regi...	LK - February	Salaries	207.85	
				2369 - Local Cap. ...	LK - February	Salaries	302.32	
				5211 - EMPG Loc...	LK - February	Salaries	1,539.94	
				524 - LEPC	LK - February	Salaries	453.48	
				7331 - Comm. Out...	LK - February	Salaries	321.22	
				741 - Regional or ...	LK - February	Salaries	453.48	
				912 - Work progra...	LK - February	Salaries	94.48	
				922 - Staff meetings	LK - February	Salaries	75.58	
				932 - General Ad...	LK - February	Salaries	56.69	
				933 - PTO	LK - February	Salaries	132.27	
				934 - Holiday	LK - February	Salaries	302.30	
							6,084.19	6,084.19
38744	G...	03/09/2018	w/	932 - General Ad...	payroll for che...	Salaries	49,931.99	
				932 - General Ad...	payroll for che...	Payroll Expenses	88.40	
				932 - General Ad...	payroll for che...	Payroll Tax Expense	4,059.59	
				932 - General Ad...	payroll for che...	Health Insurance		1,024.22
				932 - General Ad...	payroll for che...	Vision Plan		80.66
				932 - General Ad...	payroll for che...	United Way Payable		186.00
				932 - General Ad...	payroll for che...	VMERS Defined Be...		2,773.49
				932 - General Ad...	payroll for che...	Life Insurance/Disa...		30.63
				932 - General Ad...	payroll for che...	457 Plan - Bernie F...		250.00
				932 - General Ad...	payroll for che...	457 Plan - Peter Ke...		300.00
				932 - General Ad...	payroll	Checking - People's...		49,434.98
							54,079.98	54,079.98
38785	G...	02/28/2018	Ti	932 - General Ad...	SS - February	Salaries		4,665.60
				232 - Trans. policy...	SS - February	Salaries	58.32	
				236 - Tech. Assist...	SS - February	Salaries	1,166.40	
				23610 - Blair Park...	SS - February	Salaries	408.24	
				23611 - Chamberl...	SS - February	Salaries	87.48	
				2310- ITS & TSM	SS - February	Salaries	160.38	
				23101 - Adaptive ...	SS - February	Salaries	962.28	
				23102 - Real Time...	SS - February	Salaries	524.88	
				23103 - Shelburne...	SS - February	Salaries	58.32	
				231613 - Skunk H...	SS - February	Salaries	320.76	
				242 - Trans. Mana...	SS - February	Salaries	43.74	
				512 - Transportati...	SS - February	Salaries	145.80	

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Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				712-Data Dev.& M...	SS - February	Salaries	87.48	
				912 - Work progra...	SS - February	Salaries	116.64	
				922 - Staff meetings	SS - February	Salaries	174.96	
				933 - PTO	SS - February	Salaries	116.64	
				934 - Holiday	SS - February	Salaries	233.28	
							<hr/>	
							4,665.60	4,665.60
38786	G...	02/28/2018	Ti	932 - General Ad...	EV - February	Salaries		4,808.52
				721 - ECOS annu...	EV - February	Salaries	871.72	
				722 - ECOS annu...	EV - February	Salaries	871.72	
				724 - ECO Plan U...	EV - February	Salaries	56.24	
				725 - ECOS Plan ...	EV - February	Salaries	56.24	
				7331 - Comm. Out...	EV - February	Salaries	1,462.24	
				7332 - Comm. out...	EV - February	Salaries	843.60	
				811 - Title VI and ...	EV - February	Salaries	224.96	
				912 - Work progra...	EV - February	Salaries	84.36	
				923 - Personnel a...	EV - February	Salaries	84.36	
				932 - General Ad...	EV - February	Salaries	28.12	
				934 - Holiday	EV - February	Salaries	224.96	
							<hr/>	
							4,808.52	4,808.52
38787	G...	02/28/2018	Ti	932 - General Ad...	DA - February	Salaries		5,529.60
				1111 - BF Petrolu...	DA - February	Salaries	8.64	
				1113 - BF Petro Si...	DA - February	Salaries	17.28	
				1123 - BF Haz Sit...	DA - February	Salaries	112.32	
				121 - Byway Coord...	DA - February	Salaries	103.68	
				122 - CVNHP stak...	DA - February	Salaries	17.28	
				315 - 604b Flood ...	DA - February	Salaries	103.68	
				3184 - ANR HMG...	DA - February	Salaries	181.44	
				3221 - RSEP	DA - February	Salaries	414.72	
				32251 - Outreach ...	DA - February	Salaries	241.92	
				32252 - Muni Plan...	DA - February	Salaries	69.12	
				32253 - Monitorin...	DA - February	Salaries	604.80	
				32254 - Tactical B...	DA - February	Salaries	362.88	
				323 - Municipal R...	DA - February	Salaries	656.64	
				326 - Underhill S...	DA - February	Salaries	43.20	
				327 - Richmond S...	DA - February	Salaries	155.52	
				329 - VT Muni Cle...	DA - February	Salaries	146.88	
				3311 - Williston W...	DA - February	Salaries	267.84	
				3312 - Burlington ...	DA - February	Salaries	207.36	
				5211 - EMPG Loc...	DA - February	Salaries	380.16	
				912 - Work progra...	DA - February	Salaries	60.48	
				921 - Staff Develo...	DA - February	Salaries	8.64	
				922 - Staff meetings	DA - February	Salaries	112.32	
				932 - General Ad...	DA - February	Salaries	43.20	
				933 - PTO	DA - February	Salaries	933.12	
				934 - Holiday	DA - February	Salaries	276.48	
							<hr/>	
							5,529.60	5,529.60
38797	G...	02/28/2018	Ti	932 - General Ad...	EC - February	Salaries		6,798.84
				222 - Climate Acti...	EC - February	Salaries	85.52	
				232 - Trans. policy...	EC - February	Salaries	85.52	
				234 - TOD - Publi...	EC - February	Salaries	256.56	
				23416 - Neighbor ...	EC - February	Salaries	85.52	
				23422 - Kimball/K...	EC - February	Salaries	42.76	
				235 - Tech.Assist...	EC - February	Salaries	855.20	
				236 - Tech. Assist...	EC - February	Salaries	1,111.76	
				2369 - Local Cap. ...	EC - February	Salaries	42.76	
				237 - Bike-Ped pla...	EC - February	Salaries	42.76	
				23817 - ADA Stud...	EC - February	Salaries	128.28	
				239 - Air, Rail Ferr...	EC - February	Salaries	171.04	
				2391 - Rail Station...	EC - February	Salaries	171.04	
				2310- ITS & TSM	EC - February	Salaries	42.76	
				23101 - Adaptive ...	EC - February	Salaries	384.84	
				23103 - Shelburne...	EC - February	Salaries	42.76	
				23133 - No.&So. ...	EC - February	Salaries	128.28	

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Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				2315 - Regional s...	EC - February	Salaries	42.76	
				23162 - Burl. Raily...	EC - February	Salaries	342.08	
				323 - Municipal R...	EC - February	Salaries	256.56	
				725 - ECOS Plan ...	EC - February	Salaries	299.32	
				7332 - Comm. out...	EC - February	Salaries	85.52	
				811 - Title VI and ...	EC - February	Salaries	128.28	
				911 - Commission...	EC - February	Salaries	85.52	
				912 - Work progra...	EC - February	Salaries	427.60	
				922 - Staff meetings	EC - February	Salaries	256.56	
				923 - Personnel a...	EC - February	Salaries	513.12	
				934 - Holiday	EC - February	Salaries	684.16	
							6,798.84	6,798.84
38806	G...	02/28/2018	a	932 - General Ad...	to adjust accru...	Accrued Vacation P...		7,198.53
				932 - General Ad...	to adjust accru...	Salaries	7,198.53	
							7,198.53	7,198.53
38808	G...	01/31/2018	w	32251 - Outreach ...	Water Quality ...	Unbilled Receivable	4,208.98	
				32251 - Outreach ...	Water Quality ...	ANR - Water Quality		4,208.98
							4,208.98	4,208.98
38809	G...	01/31/2018	U	326 - Underhill S...	Underhill SW...	Underhill SWMP		201.20
				326 - Underhill S...	Underhill SW...	Deferred Grants - U...	201.20	
							201.20	201.20
38811	G...	02/01/2018	W	932 - General Ad...	Travelers WC ...	Prepaid Insurance		263.59
				932 - General Ad...	to record mont...	Workers Comp	263.59	
							263.59	263.59
38812	G...	02/01/2018	A	932 - General Ad...	to record serv...	Depreciation	297.08	
				932 - General Ad...	to record serv...	A/D Furniture, Equi...		297.08
							297.08	297.08
38813	G...	01/31/2018	gr	332 - MR Grants-i...	Grants in Aid -...	Unbilled Receivable	85.40	
				332 - MR Grants-i...	Grants in Aid -...	Grants in Aid Pilot		85.40
							85.40	85.40
38824	G...	01/31/2018	W	3311 - Williston W...	WQ Williston ...	WQ Block Grant - ...		80.48
				3311 - Williston W...	WQ Williston ...	Deferred Income-Gr...	80.48	
							80.48	80.48
38825	G...	01/31/2018	W	3312 - Burlington ...	WQ BTV Janu...	WQ Block Grant - B...		265.12
				3312 - Burlington ...	WQ BTV Janu...	Deferred Income-Gr...	265.12	
							265.12	265.12
38826	G...	01/31/2018	A	225 - Act 174 Trai...	Act 174 - Janu...	Deferred Grant Rev...	759.24	
				225 - Act 174 Trai...	Act 174 - Janu...	Act 174 Training		759.24
							759.24	759.24
38827	G...	01/31/2018	Ri	327 - Richmond S...	Richmond SW...	Richmond SWMP		820.38
				327 - Richmond S...	Richmond SW...	Deferred Income-Gr...	820.38	
							820.38	820.38
38828	G...	01/31/2018	Di	7411 - Regional S...	legal expense...	Regional Services ...	1,831.40	
				7411 - Regional S...	legal expense...	Regional Services ...		1,831.40
							1,831.40	1,831.40
38829	G...	01/31/2018	R	531 - RPP	CCRPC Janua...	RPP - Deferred Rev...	2,218.62	
				531 - RPP	CCRPC Janua...	Regional Preventio...		2,218.62
				531 - RPP	Subgrantee Ja...	Regional Preventio...		33,033.20
				531 - RPP	BPHC Jan	RPP - Deferred Rev...	5,062.00	

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Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				531 - RPP	Connecting Yo...	RPP - Deferred Rev...	5,014.25	
				531 - RPP	Essex CHIPS ...	RPP - Deferred Rev...	6,234.25	
				531 - RPP	Milton Jan	RPP - Deferred Rev...	6,546.50	
				531 - RPP	Winooski Jan	RPP - Deferred Rev...	4,650.25	
				531 - RPP	Essex CHIPS ...	RPP - Deferred Rev...	3,130.00	
				531 - RPP	Milton Region...	RPP - Deferred Rev...	1,017.00	
				531 - RPP	Winooski Regi...	RPP - Deferred Rev...	499.00	
				531 - RPP	Winooski Regi...	RPP - Deferred Rev...	879.95	
							35,251.82	35,251.82
38830	G...	01/31/2018	St	534 - CCOA	Balance of Stil...	CCOA - Stiller Foun...	37.07	
				534 - CCOA	Balance of Stil...	CCOA Income		37.07
							37.07	37.07
38831	G...	01/31/2018	U	534 - CCOA	CCOA - Janua...	CCOA - UVM Medic...	6,372.94	
				534 - CCOA	CCOA - Janua...	CCOA Income		6,372.94
							6,372.94	6,372.94
38835	G...	02/28/2018	F	932 - General Ad...		EV/CarShare		61.61
				932 - General Ad...	EV mileage	Mileage	10.91	
				224 - DPS Energy...	EV mileage	Project - Mileage	6.00	
				7331 - Comm. Out...	EV mileage	Project - Mileage	7.63	
				2321-Trans.Direct ...	EV Mileage tra...	Project - Mileage	20.72	
				531 - RPP	EV mileage	Project - Mileage	5.45	
				213 - Municipal Pl...	EV mileage	Project - Mileage	10.90	
							61.61	61.61
38858	G...	01/31/2018	A	3181 - ANR HMG...	CCRPC Janua...	ANR River Coordin...		5,270.12
				3181 - ANR HMG...	CCRPC Janua...	Deferred Income-Gr...	5,270.12	
							5,270.12	5,270.12
38865	G...	01/31/2018	lo	932 - General Ad...	to match inelig...	Deferred Income-C...	1,042.03	
				932 - General Ad...	to match inelig...	Project Income-Local		1,042.03
							1,042.03	1,042.03
38866	G...	01/31/2018	A	932 - General Ad...	to record ACC...	Deferred Income-A...	29,174.64	
				932 - General Ad...	to record ACC...	Project Income-AC...		29,174.64
				932 - General Ad...	to record ACC...	Deferred Income-A...	6,720.95	
				932 - General Ad...	to record ACC...	Project Income-AC...		6,720.95
							35,895.59	35,895.59
38867	G...	01/31/2018	a	932 - General Ad...	adjust accrued...	Accrued Salaries		14,058.10
				932 - General Ad...	adjust accrued...	Salaries	14,058.10	
							14,058.10	14,058.10
38882	G...	03/20/2018	A	931 - IT Administr...	ESRI - Insight...	Prepaid Maintenanc...		41.67
				931 - IT Administr...	ESRI - Insight...	Equip & Software M...	41.67	
							41.67	41.67
38911	G...	02/28/2018	F		to record matc...	Deferred Income-C...	12,162.37	
					to record matc...	Match - community ...		12,162.37
					To record in-ki...	1121 - unbilled inkind	962.60	
					to record matc...	Match - In-Kind		962.60
							13,124.97	13,124.97
38921	G...	03/23/2018	w/	932 - General Ad...	payroll for che...	Salaries	49,785.46	
				932 - General Ad...	payroll for che...	Payroll Expenses	91.40	
				932 - General Ad...	payroll for che...	Health Insurance O...	7,029.23	
				932 - General Ad...	payroll for che...	Payroll Tax Expense	4,489.81	
				932 - General Ad...	payroll for che...	Health Insurance		1,024.22
				932 - General Ad...	payroll for che...	Vision Plan		80.66
				932 - General Ad...	payroll for che...	United Way Payable		186.00

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Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				932 - General Ad...	payroll for che...	VMERS Defined Be...		3,134.93
				932 - General Ad...	payroll for che...	Life Insurance/Disa...		30.63
				932 - General Ad...	payroll for che...	457 Plan - Bernie F...		250.00
				932 - General Ad...	payroll for che...	457 Plan - Peter Ke...		300.00
				932 - General Ad...	payroll	Checking - People's...		56,389.46
							61,395.90	61,395.90
38932	G...	02/28/2018	lo	932 - General Ad...	to match inelig...	Deferred Income-C...	80.72	
				932 - General Ad...	to match inelig...	Project Income-Local		80.72
							80.72	80.72
38958	G...	03/31/2018	Ti	932 - General Ad...	BF - March	Salaries		3,779.38
				911 - Commission...	BF - March	Salaries	838.86	
				912 - Work progra...	BF - March	Salaries	469.04	
				913 - Financial bu...	BF - March	Salaries	2,291.08	
				922 - Staff meetings	BF - March	Salaries	18.04	
				933 - PTO	BF - March	Salaries	162.36	
							3,779.38	3,779.38
38959	G...	03/31/2018	Ti	932 - General Ad...	HD - intern - M...	Salaries		830.25
				323 - Municipal R...	HD - intern - M...	Salaries	13.50	
				323 - Municipal R...	HD - intern - M...	Salaries	33.75	
				712-Data Dev.& M...	HD - intern - M...	Salaries	783.00	
							830.25	830.25
38960	G...	03/31/2018	Ti	932 - General Ad...	CF - March	Salaries		6,881.60
				232 - Trans. policy...	CF - March	Salaries	78.20	
				2323 - Trans Polic...	CF - March	Salaries	469.20	
				23422 - Kimball/K...	CF - March	Salaries	156.40	
				235 - Tech.Assist...	CF - March	Salaries	78.20	
				231611 - Sidewalk...	CF - March	Salaries	664.70	
				231612- VT 15/Pe...	CF - March	Salaries	742.90	
				2319 - TIP	CF - March	Salaries	3,988.20	
				725 - ECOS Plan ...	CF - March	Salaries	39.10	
				912 - Work progra...	CF - March	Salaries	156.40	
				922 - Staff meetings	CF - March	Salaries	39.10	
				933 - PTO	CF - March	Salaries	469.20	
							6,881.60	6,881.60
38961	G...	03/31/2018	Ti	932 - General Ad...	MT - March	Salaries		2,045.07
				913 - Financial bu...	MT - March	Salaries	1,829.80	
				921 - Staff Develo...	MT - March	Salaries	215.27	
							2,045.07	2,045.07
38963	G...	03/31/2018	A	931 - IT Administr...	2 Adobe Creat...	Prepaid Maintenanc...		133.34
				931 - IT Administr...	last installmen...	Equip & Software M...	133.34	
							133.34	133.34
38996	G...	03/31/2018	E		March Mileage	EV/CarShare		45.78
				932 - General Ad...	General	Mileage	4.35	
				234 - TOD - Publi...	PK - Next GEN	Project - Mileage	5.45	
				215 - Affordable h...	RM - Let's Tal...	Project - Mileage	6.00	
				7331 - Comm. Out...	RM - Manager'...	Project - Mileage	3.27	
				7332 - Comm. out...	RM - Burlingto...	Project - Mileage	6.54	
				32251 - Outreach ...	DA - DEC Riv...	Project - Mileage	4.91	
				712-Data Dev.& M...	CD & MN - Pa...	Project - Mileage	15.26	
							45.78	45.78
39001	G...	02/28/2018	a	932 - General Ad...	adjust accrued...	Accrued Salaries	4,966.01	
				932 - General Ad...	adjust accrued...	Salaries		4,966.01
							4,966.01	4,966.01
39040	G...	02/28/2018	A	225 - Act 174 Trai...	Act 174 - Feb	Deferred Grant Rev...	1,031.72	

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Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				225 - Act 174 Trai...	Act 174 - Feb	Act 174 Training		1,031.72
							1,031.72	1,031.72
39041	G...	02/28/2018	w	32251 - Outreach ... 32251 - Outreach ...	Water Quality ... Water Quality ...	Unbilled Receivable ANR - Water Quality	2,997.77 2,997.77	2,997.77 2,997.77
39042	G...	02/28/2018	U	326 - Underhill S... 326 - Underhill S...	Underhill SW... Underhill SW...	Underhill SWMP Deferred Grants - U...	100.60 100.60	100.60 100.60
39043	G...	02/28/2018	Di	7411 - Regional S... 7411 - Regional S...	expenses for ... expenses for ...	Regional Services ... Regional Services ...	3,286.70 3,286.70	3,286.70 3,286.70
39044	G...	02/28/2018	Ri	327 - Richmond S... 327 - Richmond S...	Richmond SW... Richmond SW...	Richmond SWMP Deferred Income-Gr...	5,170.13 5,170.13	5,170.13 5,170.13
39045	G...	02/28/2018	R	531 - RPP 531 - RPP 531 - RPP 531 - RPP	CCRPC Febru... CCRPC Febru... Subgrantee F... Milton Commu...	RPP - Deferred Rev... Regional Preventio... Regional Preventio... RPP - Deferred Rev...	1,547.89 1,547.89 1,547.89 1,150.00	1,547.89 1,547.89 1,547.89 1,150.00
39046	G...	02/28/2018	W	3312 - Burlington ... 3312 - Burlington ...	WQ BTV Feb ... WQ BTV Feb ...	WQ Block Grant - B... Deferred Income-Gr...	567.15 567.15	567.15 567.15
39047	G...	02/28/2018	W	3311 - Williston W... 3311 - Williston W...	WQ Williston ... WQ Williston ...	WQ Block Grant - ... Deferred Income-Gr...	707.99 707.99	707.99 707.99
39049	G...	02/28/2018	A	3181 - ANR HMG... 3181 - ANR HMG... 3181 - ANR HMG... 3181 - ANR HMG... 3181 - ANR HMG...	CCRPC and o... CCRPC Febru... ANR - HMGP ... to adjust for o... to adjust for o...	ANR River Cooridor... Deferred Income-Gr... Deferred Income-Gr... ANR River Cooridor... Deferred Income-Gr...	1,441.80 59,198.73 2,765.25	60,640.53 2,765.25
							63,405.78	63,405.78
39050	G...	02/28/2018	A	932 - General Ad... 932 - General Ad... 932 - General Ad... 932 - General Ad...	to record ACC... to record ACC... to record ACC... to record ACC...	Deferred Income-A... Project Income-AC... Deferred Income-A... Project Income-AC...	32,342.59 10,041.86	32,342.59 10,041.86
							42,384.45	42,384.45
39051	G...	03/31/2018	Ti	932 - General Ad... 712-Data Dev.& M... 7111 - Public heal... 7112 - Online map... 7113 - Municipal T... 712-Data Dev.& M... 922 - Staff meetings 931 - IT Administr... 932 - General Ad... 933 - PTO	PB March PB March PB March PB March PB March PB March PB March PB March PB March PB March	Salaries Salaries Salaries Salaries Salaries Salaries Salaries Salaries Salaries Salaries	2,137.86 39.59 2,256.63 39.59 237.54 98.98 118.77 39.59 1,999.29	6,967.84
							6,967.84	6,967.84
39052	G...	03/31/2018	Ti	932 - General Ad... 222 - Climate Acti... 232 - Trans. policy... 234 - TOD - Publi...	MD - March MD - March MD - March MD - March	Salaries Salaries Salaries Salaries	117.60 141.12 188.16	4,139.52

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Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				235 - Tech.Assist...	MD - March	Salaries	341.04	
				236 - Tech. Assist...	MD - March	Salaries	141.12	
				23610 - Blair Park...	MD - March	Salaries	23.52	
				23611 - Chamberl...	MD - March	Salaries	211.68	
				237 - Bike-Ped pla...	MD - March	Salaries	70.56	
				23154 - No. Willist...	MD - March	Salaries	129.36	
				231611 - Sidewalk...	MD - March	Salaries	176.40	
				231614 - Maple R...	MD - March	Salaries	352.80	
				712-Data Dev.& M...	MD - March	Salaries	646.80	
				726 - RPC Compr...	MD - March	Salaries	246.96	
				911 - Commission...	MD - March	Salaries	35.28	
				912 - Work progra...	MD - March	Salaries	376.32	
				921 - Staff Develo...	MD - March	Salaries	11.76	
				922 - Staff meetings	MD - March	Salaries	105.84	
				933 - PTO	MD - March	Salaries	823.20	
							<hr/>	
							4,139.52	4,139.52
39053	G...	03/31/2018	Ti	932 - General Ad...	PK - March	Salaries		6,849.92
				232 - Trans. policy...	PK - March	Salaries	973.00	
				233 - TDM (staff)	PK - March	Salaries	38.92	
				234 - TOD - Publi...	PK - March	Salaries	1,050.84	
				2351 - Winooski R...	PK - March	Salaries	622.72	
				237 - Bike-Ped pla...	PK - March	Salaries	77.84	
				238 - Bike Ped pla...	PK - March	Salaries	77.84	
				23819 - So Burling...	PK - March	Salaries	155.68	
				2391 - Rail Station...	PK - March	Salaries	155.68	
				231610 - Intervale...	PK - March	Salaries	233.52	
				725 - ECOS Plan ...	PK - March	Salaries	428.12	
				726 - RPC Compr...	PK - March	Salaries	1,478.96	
				7332 - Comm. out...	PK - March	Salaries	856.24	
				912 - Work progra...	PK - March	Salaries	272.44	
				922 - Staff meetings	PK - March	Salaries	272.44	
				932 - General Ad...	PK - March	Salaries	155.68	
							<hr/>	
							6,849.92	6,849.92
39054	G...	03/31/2018	Ti	932 - General Ad...	LK - March	Salaries		6,651.04
				211 - Municipal Pl...	LK - March	Salaries	75.58	
				213 - Municipal Pl...	LK - March	Salaries	226.74	
				21318 - Charlotte ...	LK - March	Salaries	1,823.37	
				23418 - SB Traffic...	LK - March	Salaries	18.90	
				2367 - Update to ...	LK - March	Salaries	56.69	
				2369 - Local Cap. ...	LK - March	Salaries	75.58	
				5211 - EMPG Loc...	LK - March	Salaries	1,436.02	
				524 - LEPC	LK - March	Salaries	718.01	
				7331 - Comm. Out...	LK - March	Salaries	925.86	
				7332 - Comm. out...	LK - March	Salaries	151.16	
				741 - Regional or ...	LK - March	Salaries	415.69	
				912 - Work progra...	LK - March	Salaries	151.16	
				922 - Staff meetings	LK - March	Salaries	94.48	
				932 - General Ad...	LK - March	Salaries	37.79	
				933 - PTO	LK - March	Salaries	444.01	
							<hr/>	
							6,651.04	6,651.04
39055	G...	03/31/2018	Ti	932 - General Ad...	RM - March	Salaries		7,201.92
				211 - Municipal Pl...	RM - March	Salaries	71.61	
				213 - Municipal Pl...	RM - March	Salaries	255.75	
				214 - State & Regi...	RM - March	Salaries	879.78	
				215 - Affordable h...	RM - March	Salaries	716.10	
				225 - Act 174 Trai...	RM - March	Salaries	20.46	
				231 - Act250/248 r...	RM - March	Salaries	122.76	
				2312 - Act250/248...	RM - March	Salaries	92.07	
				322 - Regional Sto...	RM - March	Salaries	347.82	
				323 - Municipal R...	RM - March	Salaries	40.92	
				721 - ECOS annu...	RM - March	Salaries	20.46	
				722 - ECOS annu...	RM - March	Salaries	20.46	
				724 - ECO Plan U...	RM - March	Salaries	1,104.84	

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Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				725 - ECOS Plan ...	RM - March	Salaries	613.80	
				7331 - Comm. Out...	RM - March	Salaries	470.58	
				911 - Commission...	RM - March	Salaries	143.22	
				912 - Work progra...	RM - March	Salaries	583.11	
				922 - Staff meetings	RM - March	Salaries	122.76	
				933 - PTO	RM - March	Salaries	1,575.42	
							7,201.92	7,201.92
39056	G...	03/31/2018	Ti	932 - General Ad...	MN - March	Salaries		5,199.30
				222 - Climate Acti...	MN - March	Salaries	359.70	
				225 - Act 174 Trai...	MN - March	Salaries	392.40	
				531 - RPP	MN - March	Salaries	457.80	
				711 - GIS progra...	MN - March	Salaries	245.25	
				712-Data Dev.& M...	MN - March	Salaries	1,062.75	
				724 - ECO Plan U...	MN - March	Salaries	654.00	
				7331 - Comm. Out...	MN - March	Salaries	327.00	
				911 - Commission...	MN - March	Salaries	65.40	
				912 - Work progra...	MN - March	Salaries	196.20	
				922 - Staff meetings	MN - March	Salaries	65.40	
				933 - PTO	MN - March	Salaries	1,373.40	
							5,199.30	5,199.30
39057	G...	03/31/2018	Ti	932 - General Ad...	ENL - March	Salaries		4,333.12
				1112 - BF Petro C...	ENL - March	Salaries	43.09	
				1113 - BF Petro Si...	ENL - March	Salaries	67.71	
				1122 - BF Haz Co...	ENL - March	Salaries	36.93	
				1123 - BF Haz Sit...	ENL - March	Salaries	67.71	
				211 - Municipal Pl...	ENL - March	Salaries	652.43	
				213 - Municipal Pl...	ENL - March	Salaries	381.61	
				224 - DPS Energy...	ENL - March	Salaries	24.62	
				225 - Act 174 Trai...	ENL - March	Salaries	917.10	
				231 - Act250/248 r...	ENL - March	Salaries	246.20	
				2312 - Act250/248...	ENL - March	Salaries	135.41	
				724 - ECO Plan U...	ENL - March	Salaries	196.96	
				7331 - Comm. Out...	ENL - March	Salaries	12.31	
				7332 - Comm. out...	ENL - March	Salaries	36.93	
				912 - Work progra...	ENL - March	Salaries	110.79	
				932 - General Ad...	ENL - March	Salaries	24.62	
				933 - PTO	ENL - March	Salaries	1,378.70	
							4,333.12	4,333.12
39084	G...	03/31/2018	Ti	932 - General Ad...	EC - March	Salaries		6,627.80
				232 - Trans. policy...	EC - March	Salaries	85.52	
				2323 - Trans Polic...	EC - March	Salaries	42.76	
				233 - TDM (staff)	EC - March	Salaries	256.56	
				234 - TOD - Publi...	EC - March	Salaries	320.70	
				235 - Tech.Assist...	EC - March	Salaries	1,368.32	
				2351 - Winooski R...	EC - March	Salaries	128.28	
				236 - Tech. Assist...	EC - March	Salaries	1,304.18	
				237 - Bike-Ped pla...	EC - March	Salaries	128.28	
				238 - Bike Ped pla...	EC - March	Salaries	42.76	
				239 - Air, Rail Ferr...	EC - March	Salaries	85.52	
				2391 - Rail Station...	EC - March	Salaries	171.04	
				2310- ITS & TSM	EC - March	Salaries	128.28	
				23102 - Real Time...	EC - March	Salaries	42.76	
				23103 - Shelburne...	EC - March	Salaries	171.04	
				2313 - Local Corri...	EC - March	Salaries	42.76	
				2316 - Local scopi...	EC - March	Salaries	85.52	
				23162 - Burl. Raily...	EC - March	Salaries	427.60	
				323 - Municipal R...	EC - March	Salaries	85.52	
				725 - ECOS Plan ...	EC - March	Salaries	598.64	
				7332 - Comm. out...	EC - March	Salaries	171.04	
				911 - Commission...	EC - March	Salaries	171.04	
				912 - Work progra...	EC - March	Salaries	491.74	
				922 - Staff meetings	EC - March	Salaries	85.52	
				923 - Personnel a...	EC - March	Salaries	128.28	

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Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				933 - PTO	EC - March	Salaries	64.14	
							6,627.80	6,627.80
39091	G...	03/31/2018	Ti	932 - General Ad...	FC - March	Salaries		6,358.88
				911 - Commission...	FC - March	Salaries	90.33	
				912 - Work progra...	FC - March	Salaries	1,120.03	
				913 - Financial bu...	FC - March	Salaries	3,811.72	
				921 - Staff Develo...	FC - March	Salaries	252.91	
				922 - Staff meetings	FC - March	Salaries	216.78	
				923 - Personnel a...	FC - March	Salaries	361.30	
				933 - PTO	FC - March	Salaries	505.81	
							6,358.88	6,358.88
39092	G...	03/31/2018	Ti	932 - General Ad...	CB - March	Salaries		9,470.89
				214 - State & Regi...	CB - March	Salaries	423.28	
				215 - Affordable h...	CB - March	Salaries	52.91	
				232 - Trans. policy...	CB - March	Salaries	105.82	
				2323 - Trans Polic...	CB - March	Salaries	317.46	
				233 - TDM (staff)	CB - March	Salaries	105.82	
				237 - Bike-Ped pla...	CB - March	Salaries	158.73	
				239 - Air, Rail Ferr...	CB - March	Salaries	105.82	
				23103 - Shelburne...	CB - March	Salaries	52.91	
				23162 - Burl. Raily...	CB - March	Salaries	105.82	
				322 - Regional Sto...	CB - March	Salaries	793.65	
				32253 - Monitorin...	CB - March	Salaries	105.82	
				32254 - Tactical B...	CB - March	Salaries	158.73	
				323 - Municipal R...	CB - March	Salaries	529.10	
				724 - ECO Plan U...	CB - March	Salaries	79.37	
				725 - ECOS Plan ...	CB - March	Salaries	26.46	
				726 - RPC Compr...	CB - March	Salaries	105.82	
				7331 - Comm. Out...	CB - March	Salaries	1,164.02	
				7332 - Comm. out...	CB - March	Salaries	423.28	
				741 - Regional or ...	CB - March	Salaries	264.55	
				911 - Commission...	CB - March	Salaries	317.46	
				912 - Work progra...	CB - March	Salaries	687.83	
				913 - Financial bu...	CB - March	Salaries	423.28	
				921 - Staff Develo...	CB - March	Salaries	1,798.94	
				922 - Staff meetings	CB - March	Salaries	317.46	
				923 - Personnel a...	CB - March	Salaries	423.28	
				932 - General Ad...	CB - March	Salaries	423.27	
							9,470.89	9,470.89
39093	G...	03/31/2018	Ti	932 - General Ad...	EV - March	Salaries		4,949.12
				121 - Byway Coor...	EV - March	Salaries	56.24	
				237 - Bike-Ped pla...	EV - March	Salaries	28.12	
				721 - ECOS annu...	EV - March	Salaries	28.12	
				722 - ECOS annu...	EV - March	Salaries	28.12	
				724 - ECO Plan U...	EV - March	Salaries	28.12	
				725 - ECOS Plan ...	EV - March	Salaries	56.24	
				7331 - Comm. Out...	EV - March	Salaries	1,771.56	
				7332 - Comm. out...	EV - March	Salaries	1,968.40	
				811 - Title VI and ...	EV - March	Salaries	112.48	
				912 - Work progra...	EV - March	Salaries	84.36	
				922 - Staff meetings	EV - March	Salaries	28.12	
				932 - General Ad...	EV - March	Salaries	28.12	
				933 - PTO	EV - March	Salaries	731.12	
							4,949.12	4,949.12
39094	G...	03/31/2018	Ti	932 - General Ad...	DA - March	Salaries		6,082.56
				1111 - BF Petrolu...	DA - March	Salaries	43.20	
				1112 - BF Petro C...	DA - March	Salaries	60.48	
				1113 - BF Petro Si...	DA - March	Salaries	138.24	
				1121 - BF Haz Agr...	DA - March	Salaries	51.84	
				1122 - BF Haz Co...	DA - March	Salaries	51.84	
				1123 - BF Haz Sit...	DA - March	Salaries	86.40	
				121 - Byway Coor...	DA - March	Salaries	319.68	

Chittenden County RPC
Quarterly Journal Entries
January through March 2018

Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				122 - CVNHP stak...	DA - March	Salaries	34.56	
				211 - Municipal Pl...	DA - March	Salaries	25.92	
				322 - Regional Sto...	DA - March	Salaries	112.32	
				3221 - RSEP	DA - March	Salaries	613.44	
				32251 - Outreach ...	DA - March	Salaries	207.36	
				32252 - Muni Plan...	DA - March	Salaries	432.00	
				32253 - Monitorin...	DA - March	Salaries	371.52	
				32254 - Tactical B...	DA - March	Salaries	699.84	
				323 - Municipal R...	DA - March	Salaries	665.28	
				326 - Underhill S...	DA - March	Salaries	95.04	
				327 - Richmond S...	DA - March	Salaries	77.76	
				328 - Milton SWMP	DA - March	Salaries	43.20	
				329 - VT Muni Cle...	DA - March	Salaries	51.84	
				3311 - Williston W...	DA - March	Salaries	311.04	
				3312 - Burlington ...	DA - March	Salaries	155.52	
				5211 - EMPG Loc...	DA - March	Salaries	112.32	
				911 - Commission...	DA - March	Salaries	34.56	
				912 - Work progra...	DA - March	Salaries	207.36	
				921 - Staff Develo...	DA - March	Salaries	43.20	
				922 - Staff meetings	DA - March	Salaries	69.12	
				932 - General Ad...	DA - March	Salaries	86.40	
				933 - PTO	DA - March	Salaries	881.28	
							<hr/>	
							6,082.56	6,082.56
39095	G...	03/31/2018	Ti	932 - General Ad...	BD - March	Salaries		5,422.56
				233 - TDM (staff)	BD - March	Salaries	462.15	
				23424 - Rvrside F...	BD - March	Salaries	61.62	
				235 - Tech.Assist...	BD - March	Salaries	30.81	
				236 - Tech. Assist...	BD - March	Salaries	308.10	
				237 - Bike-Ped pla...	BD - March	Salaries	3,204.24	
				23133 - No.&So. ...	BD - March	Salaries	400.53	
				726 - RPC Compr...	BD - March	Salaries	61.62	
				811 - Title VI and ...	BD - March	Salaries	184.86	
				911 - Commission...	BD - March	Salaries	61.62	
				912 - Work progra...	BD - March	Salaries	30.81	
				922 - Staff meetings	BD - March	Salaries	92.43	
				933 - PTO	BD - March	Salaries	523.77	
							<hr/>	
							5,422.56	5,422.56
39096	G...	03/31/2018	Ti	932 - General Ad...	CD - March	Salaries		4,357.76
				235 - Tech.Assist...	CD - March	Salaries	173.32	
				323 - Municipal R...	CD - March	Salaries	1,238.00	
				711 - GIS progra...	CD - March	Salaries	359.02	
				712-Data Dev.& M...	CD - March	Salaries	1,114.20	
				912 - Work progra...	CD - March	Salaries	136.18	
				922 - Staff meetings	CD - March	Salaries	24.76	
				923 - Personnel a...	CD - March	Salaries	49.52	
				933 - PTO	CD - March	Salaries	1,262.76	
							<hr/>	
							4,357.76	4,357.76
39101	G...	03/31/2018	Ti	932 - General Ad...	SS - March	Salaries		5,132.16
				2312 - Act250/248...	SS - March	Salaries	145.80	
				232 - Trans. policy...	SS - March	Salaries	29.16	
				236 - Tech. Assist...	SS - March	Salaries	1,953.72	
				23610 - Blair Park...	SS - March	Salaries	29.16	
				23611 - Chamberl...	SS - March	Salaries	174.96	
				2310- ITS & TSM	SS - March	Salaries	364.50	
				23101 - Adaptive ...	SS - March	Salaries	29.16	
				23102 - Real Time...	SS - March	Salaries	510.30	
				23103 - Shelburne...	SS - March	Salaries	320.76	
				231612- VT 15/Pe...	SS - March	Salaries	72.90	
				231613 - Skunk H...	SS - March	Salaries	408.24	
				242 - Trans. Mana...	SS - March	Salaries	43.74	
				512 - Transportati...	SS - March	Salaries	466.56	
				712-Data Dev.& M...	SS - March	Salaries	116.64	
				912 - Work progra...	SS - March	Salaries	87.48	

Chittenden County RPC
Quarterly Journal Entries
January through March 2018

Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
				921 - Staff Develo...	SS - March	Salaries	29.16	
				922 - Staff meetings	SS - March	Salaries	116.64	
				933 - PTO	SS - March	Salaries	233.28	
							5,132.16	5,132.16
39102	G...	03/31/2018	Ti	932 - General Ad...	JC - March	Salaries		5,647.84
				2312 - Act250/248...	JC - March	Salaries	449.26	
				232 - Trans. policy...	JC - March	Salaries	80.23	
				23422 - Kimball/K...	JC - March	Salaries	128.36	
				23427 - Shelburne...	JC - March	Salaries	96.27	
				235 - Tech.Assist...	JC - March	Salaries	96.27	
				236 - Tech. Assist...	JC - March	Salaries	1,620.55	
				2315 - Regional s...	JC - March	Salaries	64.18	
				23154 - No. Willist...	JC - March	Salaries	288.81	
				231615 - Winoosk...	JC - March	Salaries	208.59	
				2318 - Transportat...	JC - March	Salaries	705.98	
				712-Data Dev.& M...	JC - March	Salaries	352.99	
				725 - ECOS Plan ...	JC - March	Salaries	577.62	
				912 - Work progra...	JC - March	Salaries	96.27	
				922 - Staff meetings	JC - March	Salaries	192.54	
				933 - PTO	JC - March	Salaries	689.92	
							5,647.84	5,647.84
39136	G...	03/31/2018	a	932 - General Ad...	to adjust accru...	Accrued Vacation P...	660.27	
				932 - General Ad...	to adjust accru...	Salaries		660.27
							660.27	660.27
39217	G...	03/31/2018	M		To record loca...	Deferred Income-C...	14,080.00	
					To record loca...	Match - community ...		14,080.00
					To record in-ki...	1121 - unbilled inkind	1,261.75	
					To record loca...	Match - In-Kind		1,261.75
							15,341.75	15,341.75
39239	G...	03/31/2018	a	932 - General Ad...	adjust accrued...	Accrued Salaries		14,979.00
				932 - General Ad...	adjust accrued...	Salaries	14,979.00	
							14,979.00	14,979.00
39246	G...	03/31/2018	A	932 - General Ad...	to record ACC...	Deferred Income-A...	30,386.73	
				932 - General Ad...	to record ACC...	Project Income-AC...		30,386.73
				932 - General Ad...	to record ACC...	Deferred Income-A...	5,128.26	
				932 - General Ad...	to record ACC...	Project Income-AC...		5,128.26
							35,514.99	35,514.99
39247	G...	03/31/2018	lo	932 - General Ad...	to match inelig...	Deferred Income-C...	201.99	
				932 - General Ad...	to match inelig...	Project Income-Local		201.99
							201.99	201.99
39248	G...	03/31/2018	R	531 - RPP	CCRPC Marc...	RPP - Deferred Rev...	1,181.04	
				531 - RPP	CCRPC Marc...	Regional Preventio...		1,181.04
				531 - RPP	Subgrantee M...	Regional Preventio...		3,120.49
				531 - RPP	VT DLC quart...	RPP - Deferred Rev...	2,897.49	
				531 - RPP	REV charges f...	RPP - Deferred Rev...	223.00	
							4,301.53	4,301.53
39250	G...	03/31/2018	gr	332 - MR Grants-i...	Grants in Aid -...	Unbilled Receivable		85.40
				332 - MR Grants-i...	Grants in Aid -...	Grants in Aid Pilot	85.40	
							85.40	85.40
39251	G...	03/31/2018	Di	7411 - Regional S...	March expens...	Regional Services ...	114.00	
				7411 - Regional S...	March expens...	Regional Services ...		114.00
							114.00	114.00

Chittenden County RPC
Quarterly Journal Entries
 January through March 2018

Trans #	Ty...	Date	N	Name	Memo	Account	Debit	Credit
39253	G...	01/31/2018	V	329 - VT Muni Cle... 329 - VT Muni Cle...	to record VT C... to record VT C...	Deferred Grant - VT... Vermont Clean Stre...	24,752.36	24,752.36
							24,752.36	24,752.36
39254	G...	03/31/2018	V	329 - VT Muni Cle... 329 - VT Muni Cle...	to record VT C... to record VT C...	Deferred Grant - VT... Vermont Clean Stre...	462.75	462.75
							462.75	462.75
39255	G...	03/31/2018	A	225 - Act 174 Trai... 225 - Act 174 Trai...	for March exp... for March exp...	Deferred Grant Rev... Act 174 Training	3,194.62	3,194.62
							3,194.62	3,194.62
39256	G...	03/31/2018	U	326 - Underhill S... 326 - Underhill S...	Underhill SW... Underhill SW...	Underhill SWMP Deferred Grants - U...	10,861.96	10,861.96
							10,861.96	10,861.96
39258	G...	03/31/2018	Ri	327 - Richmond S... 327 - Richmond S...	Richmond SW... Richmond SW...	Richmond SWMP Deferred Income-Gr...	4,256.26	4,256.26
							4,256.26	4,256.26
39259	G...	03/31/2018	w	32251 - Outreach ... 32251 - Outreach ... 32251 - Outreach ... 32251 - Outreach ...	reverse Water... reverse Water... reverse Water... reverse Water...	Unbilled Receivable ANR - Water Quality Unbilled Receivable ANR - Water Quality	2,997.77 4,208.98	2,997.77 4,208.98
							7,206.75	7,206.75
39261	G...	03/31/2018	W	3312 - Burlington ... 3312 - Burlington ...	WQ BTV Mar ... WQ BTV Mar ...	WQ Block Grant - B... Deferred Income-Gr...	362.16	362.16
							362.16	362.16
39262	G...	03/31/2018	W	3311 - Williston W... 3311 - Williston W...	WQ Williston ... WQ Williston ...	WQ Block Grant - ... Deferred Income-Gr...	724.32	724.32
							724.32	724.32
39267	G...	03/01/2018	W	932 - General Ad... 932 - General Ad...	Travelers WC ... to record mont...	Prepaid Insurance Workers Comp	263.59	263.59
							263.59	263.59
39268	G...	03/01/2018	A	932 - General Ad... 932 - General Ad...	to record serv... to record serv...	Depreciation A/D Furniture, Equi...	297.08	297.08
							297.08	297.08
TOTAL							1,095,724.29	1,095,724.29



To: Finance Committee

From: Forest Cohen, CCRPC Senior Business Manager

Cc: Charlie Baker, CCRPC Executive Director
Bernie Ferenc, Transportation Business Manager

Date: April 26, 2018

Re: FY18 –July 2017 through March 2018 Financial Brief

Contained below you will find a summary of draft financial information for July 2017 through March 2018.

Through March 2018

Balance Sheet March 31, 2018

- Cash in Checking (Operating) - \$147,436
- Cash in Savings (Match) - \$124,44
- Cash in Money Market and CDs (Reserve) - \$216,912
- Current Assets over Current Liabilities: \$627,318
- Deferred Income Communities: \$110,156

Total available for Match: \$110,156

Income Statement through March 2018 - Note that the Budget has been updated with Mid-Year figures

Income Notes

- The ACCD staff-time funds (row 4) are 83% expended through 75% of the budget year.
- The Transportation Staff billing line (row 13) is trailing the budget slightly at 72% expended.

- The ANR HMGP River Corridor project (row 52) finished up in February.
- January was the last month with CCOA (rows 59 and 60) revenues and expenditures.

Non-Direct Project Expense Notes

- The *Salaries* and *Benefits* expenses (rows 71 & 72) are slightly under budget for the year to date.
 - We are under budget overall in our expense lines, with just under 72% incurred.
- Net Income through March 2018 (unaudited)
 - FY18 Income: (\$47,684)

Income Statement through March 2018

Expenses are currently exceeding revenues by \$47,684. February generated positive income, but we gave almost all of it back in March. The final quarter of the fiscal year has been positive in recent years. We continue to expect to end the year better than the projected deficit of \$98,137.

Cash Flow through March 2018

Cash flow is ahead of projections through March. Based on this cash statement, it appears likely that we won't have to further erode our Reserve balance to get through the fiscal year.

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03/22/18

Accrual Basis

Chittenden County RPC

Balance Sheet Prev Year Comparison

As of January 31, 2018

	Jan 31, 18	Jan 31, 17	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
Checking - People's United Bank	85,654.63	236,185.71	-150,531.08	-63.7%
Savings - People's United Bank	166,612.45	241,025.29	-74,412.84	-30.9%
Money Market - People's	154,576.40	171,931.59	-17,355.19	-10.1%
Petty Cash	250.00	250.00	0.00	0.0%
North Country Savings	50.80	50.69	0.11	0.2%
Total Checking/Savings	407,144.28	649,443.28	-242,299.00	-37.3%
Accounts Receivable				
Accounts Receivable	645,419.01	750,762.75	-105,343.74	-14.0%
Total Accounts Receivable	645,419.01	750,762.75	-105,343.74	-14.0%
Other Current Assets				
Unbilled Receive - Deliv Grants	14,000.00	19,263.31	-5,263.31	-27.3%
1122 - So. Burlington In-Kind	0.00	3,419.97	-3,419.97	-100.0%
1121 - unbilled inkind	3,410.33	9,755.02	-6,344.69	-65.0%
Prepaid Project Expense	250.00	3,308.82	-3,058.82	-92.4%
Unbilled Receivable	10,844.99	1,807.26	9,037.73	500.1%
CD - 13043	25,900.42	25,794.85	105.57	0.4%
CD - 13568	36,322.71	36,156.94	165.77	0.5%
Total Other Current Assets	90,728.45	99,506.17	-8,777.72	-8.8%
Total Current Assets	1,143,291.74	1,499,712.20	-356,420.46	-23.8%
Other Assets				
Deferred Outflows-Pensions	429,963.00	314,415.00	115,548.00	36.8%
Security Deposit	8,075.61	8,075.61	0.00	0.0%
Furniture, Equipment				
A/D Furniture, Equipment	-28,679.18	-38,845.05	10,165.87	26.2%
Furniture, Equipment - Other	41,750.87	56,727.69	-14,976.82	-26.4%
Total Furniture, Equipment	13,071.69	17,882.64	-4,810.95	-26.9%
Prepaid Insurance	6,431.50	4,116.94	2,314.56	56.2%
Prepaid Expense - HSA	7,566.67	10,083.33	-2,516.66	-25.0%
Prepaid Maintenance Expense	3,561.26	3,329.47	231.79	7.0%
Allowance for A/R	-2,000.00	-2,000.00	0.00	0.0%
Total Other Assets	466,669.73	355,902.99	110,766.74	31.1%
TOTAL ASSETS	1,609,961.47	1,855,615.19	-245,653.72	-13.2%
LIABILITIES & EQUITY				
Liabilities				

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03/22/18

Accrual Basis

Chittenden County RPC
Balance Sheet Prev Year Comparison
As of January 31, 2018

	Jan 31, 18	Jan 31, 17	\$ Change	% Change
Current Liabilities				
Accounts Payable				
Accounts Payable	304,619.76	471,710.89	-167,091.13	-35.4%
Total Accounts Payable	304,619.76	471,710.89	-167,091.13	-35.4%
Other Current Liabilities				
VT Clean Streets - Muni Match	14,500.00	0.00	14,500.00	100.0%
CCOA GE Deferred	0.00	21,963.98	-21,963.98	-100.0%
Regional Services Deferred	19,961.64	13,636.00	6,325.64	46.4%
RPP - Deferred Revenue	18,987.75	-28,620.47	47,608.22	166.3%
CCOA - Stiller Foundation	0.00	79,518.58	-79,518.58	-100.0%
CCOA - UVM Medical Center	158.67	100,000.00	-99,841.33	-99.8%
VMERS Defined Benefit EE	0.01	0.00	0.01	100.0%
2110 - Way to Go Deferred Reven	0.00	33,996.28	-33,996.28	-100.0%
Deferred Income-Grants	-14,237.75	-8,589.63	-5,648.12	-65.8%
Vision Plan	-83.71	-89.34	5.63	6.3%
457 Plan - Peter Keating	300.00	0.00	300.00	100.0%
457 Plan - Bernie Ferenc	250.00	0.00	250.00	100.0%
Accrued Salaries	39,918.40	36,728.58	3,189.82	8.7%
Accrued Vacation Payable	67,879.84	70,146.62	-2,266.78	-3.2%
United Way Payable	372.00	337.00	35.00	10.4%
Total Other Current Liabilities	148,006.85	319,027.60	-171,020.75	-53.6%
Total Current Liabilities	452,626.61	790,738.49	-338,111.88	-42.8%
Long Term Liabilities				
Deferred Inflows-Pensions	17,338.00	0.00	17,338.00	100.0%
Net Pension Liability	579,583.00	387,332.00	192,251.00	49.6%
Deferred Income-ACCD	29,880.44	-8,043.58	37,924.02	471.5%
Deferred Income-Communities	136,680.68	216,486.06	-79,805.38	-36.9%
Total Long Term Liabilities	763,482.12	595,774.48	167,707.64	28.2%
Total Liabilities	1,216,108.73	1,386,512.97	-170,404.24	-12.3%
Equity				
R/E Appro, Equipment	6,972.35	6,972.35	0.00	0.0%
Retained Earnings	464,354.80	393,167.26	71,187.54	18.1%
Net Income	-77,474.41	68,962.61	-146,437.02	-212.3%
Total Equity	393,852.74	469,102.22	-75,249.48	-16.0%
TOTAL LIABILITIES & EQUITY	1,609,961.47	1,855,615.19	-245,653.72	-13.2%

	A	B	C	D	E	F	G	H	I	J	K	L	M	Q	R	S	T
1	Revenue over Expenses Against Budget		Mid-Year Adjusted														1
2	Program Revenue		FY18 Budget		July	August	September	October	November	December	January	February	March		To Date	% of Budget	2
3	Municipal - Regional															75.0%	3
4	Regional Planning Grant - ACCD		\$ 380,379		\$24,441	\$30,026	\$37,628	\$42,614	\$38,237	\$33,506	\$35,488	\$39,573	\$35,204		\$316,717	83.3%	4
5	direct		\$8,000		\$197	\$174	\$1,354	\$795	\$511	\$324	\$408	\$2,811	\$311		\$6,885	86.1%	5
6	Local/Town Dues (exclusive of MPO match)		\$ 40,325		\$1,456	\$154	\$65	\$854	\$17	\$672	\$1,042	\$81	\$202		\$4,543	11.3%	6
7	GIS Revenue		\$ 1,000		\$54			\$20	\$35	\$15	\$36				\$160	16.0%	7
8	Interest		\$ 400		\$31	\$39	\$127	\$56	\$51	\$127		\$24	\$102		\$557	139.3%	8
9	Other Revenue		\$ 500		\$0										\$0	0.0%	9
10	Municipal Assistance		\$ 25,743		\$3,300				\$500	\$4,850	\$1,692	\$3,524	\$2,413		\$16,279	63.2%	10
11	Champlain Valley National Heritage - LCBP		\$ 2,000												\$0	0.0%	11
12	Transportation																12
13	MPO Transportation Funding - FHWA, FTA, VTrans		\$1,252,615		\$78,985	\$106,464	\$94,767	\$116,565	\$103,879	\$81,518	\$113,762	\$99,288	\$108,004		\$903,232	72.1%	13
14	Municipal		\$139,179		\$8,412	\$11,680	\$10,489	\$12,725	\$11,325	\$9,039	\$12,373	\$10,994	\$11,991		\$99,028	71.2%	14
15	Local Match Consultant		\$65,266		\$3,149	\$4,475	\$2,702	\$3,297	\$6,771	\$3,450	\$4,179	\$2,131	\$3,351		\$33,505	51.3%	15
16	MPO - Expenses/Consultants/Locally Matched - direct		\$2,198,108		\$56,501	\$116,505	\$66,559	\$133,599	\$201,100	\$104,898	\$138,799	\$147,198	\$141,715		\$1,106,874	50.4%	16
17	Trans Prog Mgmt Services		\$5,129		\$615	\$273	\$443	\$150				\$113	\$113		\$1,707	33.3%	17
18	Real Time Traffic - AID - FHWA		\$20,147		\$2,331	\$1,955	\$1,804	\$1,541	\$1,128	\$940	\$1,659	\$1,358	\$1,422		\$14,138	70.2%	18
19	direct		\$360,000		\$15,980	\$17,280	\$14,715	\$19,124	\$11,713	\$7,470	\$3,474	\$2,285	\$185		\$92,226	25.6%	19
20	Better Road Grants - VTrans		\$41,674		\$9,593	\$11,752	\$2,361	\$1,027	\$1,080	\$512					\$26,325	63.2%	20
21	direct		\$7,000		\$1,140	\$1,114	\$8,371								\$10,625	151.8%	21
22	Total - MPO		\$4,089,118		\$176,706	\$271,498	\$202,211	\$288,028	\$336,996	\$207,827	\$274,246	\$263,367	\$266,781		\$2,287,660	55.9%	22
25	11 - Islands & Chittenden Bike Rest Areas - FHWA		\$579		\$209	\$64	\$48								\$321		25
26	direct		\$0												\$0		26
27	Natural Resources																27
28	Brownfields 2016 Hazardous - EPA		\$ 7,040		\$481	\$389	\$415	\$737	\$741	\$831	\$339	\$275	\$408		\$4,616	65.6%	28
29	direct		\$80,000		\$7,087	\$188	\$4,586	\$1,560	\$408	\$127	\$2,621		\$1,073		\$17,650	22.1%	29
30	Brownfields 2016 Petro - EPA		\$ 7,040		\$289	\$221	\$291	\$461	\$1,005	\$996	\$435	\$257	\$489		\$4,444	63.1%	30
31	direct		\$90,000			\$3,467			\$415	\$813	\$1,237		\$3,202		\$9,134	10.1%	31
32	Regional Energy Plan - DPS		\$0												\$0		32
33	RSEP/MS-4 Lead Agency Services		\$ 6,730		\$420	\$503	\$851	\$839	\$660	\$647	\$853	\$634	\$853		\$6,260	93.0%	33
34	direct		\$0			\$719	\$3,829	\$543	\$55	\$168			\$343		\$5,657		34
35	Underhill Stormwater Master Plan		\$ 4,660		\$1,544	\$38	\$40	\$0	\$40		\$201	\$101	\$0		\$1,964	42.1%	35
36	direct		\$17,445			\$1,684		\$2,787					\$10,862		\$15,333	87.9%	36
37	Richmond Stormwater Master Plan		\$ 7,000		\$1,044	\$478	\$60	\$602		\$120	\$804	\$362	\$181		\$3,651	52.2%	37
38	direct		\$40,000				\$3,152	\$3,022			\$16	\$4,808	\$4,075		\$15,073	37.7%	38
39	Water Quality Block Grant - ANR		\$ 12,973							\$4,089	\$345	\$1,275	\$1,086		\$6,795	52.4%	39
40	Mallets Bay Stormwater - direct		\$60,000		\$6,394	\$11,401		\$6,053	\$5,120						\$28,968	48.3%	40
41	604b Water Quality - ANR		\$ 3,636						\$1,818						\$1,818	50.0%	41
42	Water Quality - VCWA Outreach - ANR		\$ 30,988		\$2,368	\$1,374	\$0	\$963	\$1,686	\$2,089	\$4,166	\$2,978	\$4,564		\$20,188	65.1%	42
43	direct		\$249,608		\$41	\$84	\$67,478	\$68		\$27,218	\$43	\$20	\$22,987		\$117,939	47.2%	43
44	ermont Municipal Clean Streets Phosphorus Credit Project		\$ 2,414								\$824		\$463		\$1,287	53.3%	44
45	direct		\$120,000								\$23,928				\$23,928	19.9%	45
46	Grants in Aid Pilot Program - NRPC		\$ 15,660		\$1,035	\$4,078	\$1,409	\$1,227	\$834	\$20	\$85				\$8,688	55.5%	46
47	Act 174 Training - NRPC		\$ 22,185		\$2,034	\$695	\$371		\$0	\$536	\$759	\$1,032	\$3,176		\$8,603	38.8%	47
48	direct		\$0		\$21		\$16						\$19		\$56		48
49	Emergency Management/Health																49
50	Emer Mgmt Perf Grant - Chittenden - VEM		\$ 39,636		\$1,690	\$4,400	\$2,738	\$5,873	\$1,574	\$3,438	\$4,468	\$4,260	\$3,408		\$31,849	80.4%	50
51	direct		\$0			\$292	\$74	\$150			\$78	\$139	\$8		\$741		51
52	River Corridor HMGP - ANR		\$ 3,421		\$245	\$635	\$931	\$181	\$100	\$221	\$20	\$1,442			\$3,775	110.3%	52
53	direct		\$98,853				\$7,922	\$5,250			\$5,250	\$56,433			\$74,855	75.7%	53
54	Regional Dispatch - direct		\$50,000		\$383	\$3,101		\$12,469	\$1,062	\$1,795	\$1,831	\$3,287	\$114		\$24,042	48.1%	54
55	Local Emergency Plng Committee Administration		\$ 8,000		\$692	\$321	\$747	\$642	\$420	\$469	\$940	\$593	\$940		\$5,764	72.1%	55
56	direct		\$500		\$18		\$50		\$16		\$15	\$19	\$30		\$148	29.6%	56
57	Regional Prevention Partnership - VDH		\$ 25,500		\$1,320	\$1,196	\$1,734	\$2,450	\$3,880	\$2,421	\$2,121	\$1,548	\$1,182		\$17,852	70.0%	57
58	direct		\$134,700				\$27,507	\$27,507	\$1,468		\$33,131	\$1,150	\$3,120		\$93,883	69.7%	58
59	Chittenden County Opioid Alliance		\$ 80,970		\$16,721	\$14,788	\$10,781	\$10,270	\$12,456	\$8,609	\$6,360				\$79,985	98.8%	59
60	direct		\$4,000		\$1,107	\$1,151	\$331	\$1,191	\$1,298	\$163	\$50				\$5,291	132.3%	60
61	DEMHS MOU - DPS		\$ 4,354		\$579			\$925	\$2,441		\$752				\$4,697	107.9%	61
62	direct		\$0						\$61						\$61		62
63																	63
64	Subtotal - Operations Support		\$2,191,877		\$159,889	\$191,523	\$168,100	\$200,722	\$183,907	\$155,665	\$189,524	\$169,712	\$176,201		\$1,595,243	72.8%	64
65	Subtotal - Direct Project Revenue		\$3,583,480		\$92,018	\$161,635	\$208,646	\$217,415	\$229,998	\$146,426	\$215,060	\$220,281	\$191,395		\$1,682,874	47.0%	65
66																	66
67	Total Income		\$5,775,357		\$251,907	\$353,158	\$376,746	\$418,137	\$413,905	\$302,091	\$404,584	\$389,993	\$367,596		\$3,278,117		67

	A	B	C	D	E	F	G	H	I	J	K	L	M	Q	R	S	T
64	Subtotal - Operations Support		\$2,191,877		\$159,889	\$191,523	\$168,100	\$200,722	\$183,907	\$155,665	\$189,524	\$169,712	\$176,201		\$1,595,243	72.8%	64
65	Subtotal - Direct Project Revenue		\$3,583,480		\$92,018	\$161,635	\$208,646	\$217,415	\$229,998	\$146,426	\$215,060	\$220,281	\$191,395		\$1,682,874	47.0%	65
66																	66
67	Total Income		\$5,775,357		\$251,907	\$353,158	\$376,746	\$418,137	\$413,905	\$302,091	\$404,584	\$389,993	\$367,596		\$3,278,117		67
68																	68
69	Expenses		Mid-Year Adjusted		July	August	September	October	November	December	January	February	March		To Date	% of Budget	69
70			FY18 Budget													75.0%	70
71	Direct Project Expenses		\$3,583,480		\$93,140	\$160,010	\$204,014	\$217,569	\$229,995	\$148,028	\$218,179	\$220,096	\$192,737		\$1,683,768	47.0%	71
72	Personnel																72
73	Salaries		\$ 1,383,297		\$108,255	\$117,630	\$114,439	\$125,397	\$121,001	\$97,334	\$116,603	\$101,929	\$114,036		\$1,016,624	73.5%	73
74	Benefits		\$ 523,417		\$41,880	\$40,386	\$46,458	\$39,327	\$38,791	\$53,114	\$41,349	\$39,696	\$45,186		\$386,187	73.8%	74
75	Worker's Comp Insurance		\$ 4,000		\$264	\$264	\$424	\$264	\$264	\$264	\$264	\$264	\$264		\$2,536	63.4%	75
76	Recruitment		\$ 2,000		\$740	\$740									\$1,480	74.0%	76
77	Education/Partnerhsips																77
78	Conference & Training		\$ 20,000			\$3,825	\$724	\$457	\$103	\$3,938		\$380	\$581		\$10,008	50.0%	78
79	Conference Travel		\$ 13,000		\$1	\$130	\$3,150	\$362	\$8	\$2	\$432	\$607	\$2,060		\$6,752	51.9%	79
80	Dues		\$ 15,000		\$1,985	\$1,038	\$125	\$1,471	\$2,573	\$0	\$2,330	\$650	\$400		\$10,572	70.5%	80
81	Program Workshops/Meetings		\$ 12,000		\$1,233	\$711	\$370	\$491	\$86	\$1,548	\$634	\$1,556	\$795		\$7,424	61.9%	81
82	Mileage		\$ 2,000		\$8	\$16	\$149	\$45	\$204	\$41	\$6	\$20	\$239		\$728	36.4%	82
83	Electric Vehicles/CarShare		\$ 6,000		-\$149	-\$174	-\$135	-\$155	\$34	\$265	\$55	\$117	\$93		-\$49	-0.8%	83
84	Communications/PR		\$ 20,000		\$6,371	\$95	\$590	\$618	\$970	\$95	\$490	\$680	\$1,016		\$10,925	54.6%	84
85	Publications		\$ 1,000					\$244	\$99						\$343	34.3%	85
86	Office & General Operations																86
87	Rent		\$ 138,000		\$11,006	\$11,006	\$11,006	\$11,006	\$11,006	\$11,006	\$11,006	\$11,006	\$11,006		\$99,054	71.8%	87
88	Audit/Accounting		\$ 19,700		\$5,512		\$5,724	\$4,299		\$4,165					\$19,700	100.0%	88
89	Copier		\$ 18,000		\$1,082	\$1,322	\$1,036	\$1,153	\$1,135	\$1,073	\$1,182	\$0	\$1,050		\$9,033	50.2%	89
90	Equipment & Software Maint		\$ 25,000		\$1,695	\$1,696	\$2,061	\$3,146	\$3,057	\$1,663	\$1,696	\$1,291	\$1,291		\$17,596	70.4%	90
91	Depreciation		\$ 4,200		\$435	\$435	\$435	\$435	\$297	\$297	\$297	\$297	\$297		\$3,225	76.8%	91
92	Supplies		\$ 6,000		\$88	\$571	\$560	\$24	\$747	\$35	\$53	\$599	\$149		\$2,826	47.1%	92
93	Telephone/Internet		\$ 12,000		\$1,089	\$1,089	\$1,089	\$712	\$1,450	\$1,091	\$1,084	\$1,055	\$1,053		\$9,712	80.9%	93
94	Postage		\$ 2,000			\$90	\$500	\$135	\$49	\$39	\$135		-\$90		\$858	42.9%	94
95	Equipment Purchase		\$ 16,000		-\$9	\$276	\$156	\$156	\$156	\$156	\$169	\$169	\$669		\$1,898	11.9%	95
96	Utilities		\$ 6,000		\$368	\$448	\$471	\$346	\$371	\$343	\$442	\$545	\$387		\$3,721	62.0%	96
97	Ineligible		\$ 8,000		\$1,788	\$154	\$65	\$854	\$17	\$672	\$1,042	\$81	\$202		\$4,875	60.9%	97
98	Insurance - General Liability		\$ 12,000		\$832	\$832	\$832	\$832	\$832	\$832	\$832	\$832	\$832		\$7,488	62.4%	98
99	Janitor		\$ 4,400		\$330	\$337	\$509	\$421	\$339	\$339	\$339	\$339	\$509		\$3,462	78.7%	99
100	Payroll Processing		\$ 3,000		\$233	\$195	\$199	\$195	\$195	\$304	\$371	\$180	\$180		\$2,052	68.4%	100
101	Legal		\$ 5,000							\$1,685					\$1,685	33.7%	101
102	Internal Consultants		\$ 5,000					\$743	\$185						\$928	18.6%	102
103	Software Purchase		\$ 4,000				\$150						\$240		\$390	9.8%	103
104																	104
105	Operations Support Expenses		\$ 2,290,014		\$ 185,037	\$ 183,112	\$ 191,087	\$ 192,978	\$ 183,969	\$ 180,301	\$ 180,811	\$ 162,293	\$ 182,445		\$ 1,642,033	71.7%	105
106	Direct Project Expenses		\$ 3,583,480		\$ 93,140	\$ 160,010	\$ 204,014	\$ 217,569	\$ 229,995	\$ 148,028	\$ 218,179	\$ 220,096	\$ 192,737		\$ 1,683,768	47.0%	106
107																	107
108	TOTAL EXPENSES		\$ 5,873,494		\$ 278,177	\$ 343,122	\$ 395,101	\$ 410,547	\$ 413,964	\$ 328,329	\$ 398,990	\$ 382,389	\$ 375,182		\$ 3,325,801		108
109																	109
110	Reserve/(deficit)		(\$98,137)		(\$26,270)	\$10,036	(\$18,355)	\$7,590	(\$59)	(\$26,238)	\$5,594	\$7,604	(\$7,586)		(\$47,684)	FY18	110
111	FY18 Approved Indirect Rate - 67.42%																111
112	Previous Indirect Rates														To Date Shown	Year End	112
113	Approved Rate 82.55%, Actual Rate 69.98%		FY17		(\$11,378)	\$22,181	\$15,135	\$3,504	\$11,659	\$5,089	\$18,198	\$14,289	\$7,926		\$86,603	\$85,989	113
114																	114
115	Approved Rate 79.26%, Actual Rate 72.82%		FY16		(\$4,320)	\$16,131	\$ (2,259)	\$10,637	\$ 5,695	\$ (11,055)	\$5,750	\$881	\$ 5,927		\$27,387	\$41,945	115
116																	116
117	Approved Rate 71.24%, Actual Rate 82.76%		FY15		\$4,314	(\$22,355)	\$ (8,506)	(\$9,022)	\$ (16,687)	\$ (8,538)	(\$20,759)	(\$14,793)	\$ (4,246)		(\$100,592)	(\$34,162)	117
118																	118
119	Approved Rate 88.00%, Actual Rate 83.56%		FY14		\$21,378	(\$30,213)	\$8,138	\$16,342	(\$35,770)	\$1,374	\$6,998	\$2,984	\$13,904		\$5,135	\$149,586	119
120																	
121																	

CCRPC Cash Flow/Targets FY18		Period Ending March 31, 2018			Prepared	4/26/2018							
		July	August	September	October	November	December	January	February	March	April	May	June
OPERATING	Checking	\$495,783	\$269,132	\$427,755	\$459,880	\$467,410	\$352,099	\$321,188	\$145,185	\$152,864	\$147,657	\$122,657	\$97,657
	Credits	\$260,811	\$542,199	\$372,584	\$590,813	\$248,816	\$341,370	\$541,341	\$323,372	\$323,906	\$325,000	\$325,000	\$325,000
	Debits	(\$487,462)	(\$383,575)	(\$340,460)	(\$583,283)	(\$364,127)	(\$372,281)	(\$717,344)	(\$315,693)	(\$329,113)	(\$350,000)	(\$350,000)	(\$350,000)
	Outstanding Checks/Activity	(\$5,784)	(\$25,802)	(\$222,564)	(\$52,489)	(\$15,627)	(\$39,015)	(\$59,698)	(\$16,426)	(\$221)			
	Bank Balance at the end of the month	\$269,132	\$427,755	\$459,880	\$467,410	\$352,099	\$321,188	\$145,185	\$152,864	\$147,657	\$122,657	\$97,657	\$72,657
Register Balance at end of month		\$263,348	\$401,954	\$237,316	\$414,921	\$336,472	\$282,173	\$85,487	\$136,438	\$147,436	\$122,657	\$97,657	\$72,657
MAINTENANCE	Local Savings	\$173,753	\$356,108	\$425,023	\$252,734	\$201,011	\$201,019	\$201,027	\$166,612	\$166,618	\$124,444	\$96,449	\$68,453
	Credits	\$182,355	\$68,916	\$11	\$11	\$8	\$8	\$8	\$6	\$7	\$5	\$4	\$3
	Debits	\$0	\$0	(\$172,301)	(\$51,734)	\$0	\$0	(\$34,424)	\$0	(\$42,181)	(\$28,000)	(\$28,000)	(\$28,000)
	Balance at end of month	\$356,108	\$425,023	\$252,734	\$201,011	\$201,019	\$201,027	\$166,612	\$166,618	\$124,444	\$96,449	\$68,453	\$40,456
RESERVE	Money Market	\$172,038	\$172,060	\$172,081	\$344,420	\$344,464	\$344,507	\$344,548	\$154,576	\$154,594	\$154,613	\$154,633	\$154,654
	Credit	\$22	\$22	\$172,338	\$45	\$43	\$41	\$28	\$18	\$19	\$20	\$20	\$20
	Debit	\$0	\$0	\$0	\$0	\$0	\$0	(\$190,000)	\$0	\$0	\$0	\$0	\$0
	MM Balance at end of month	\$172,060	\$172,081	\$344,420	\$344,464	\$344,507	\$344,548	\$154,576	\$154,594	\$154,613	\$154,633	\$154,654	\$154,674
	North County CDs	\$62,067	\$62,067	\$62,145	\$62,145	\$62,145	\$62,223	\$62,223	\$62,223	\$62,299	\$62,299	\$62,299	\$62,299
Reserve Balance		\$234,126	\$234,148	\$406,565	\$406,609	\$406,652	\$406,771	\$216,799	\$216,817	\$216,912	\$216,932	\$216,953	\$216,973
Cash Position - 7/1/2017 - \$596,791													
		\$853,582	\$1,061,125	\$896,615	\$1,022,541	\$944,143	\$889,971	\$468,898	\$519,873	\$488,792	\$436,038	\$383,062	\$330,085
Projection					\$1,016,234	\$663,288	\$510,348	\$457,367	\$404,385	\$286,448	\$233,459	\$180,468	\$127,477
Total net cash position - FY17		\$564,222	\$676,074	\$568,363	\$768,943	\$672,341	\$599,238	\$710,943	\$599,778	\$663,208	\$766,524	\$664,998	\$596,789
Total net cash position - FY16		\$662,162	\$603,404	\$540,822	\$590,126	\$643,320	\$493,475	\$504,201	\$676,825	\$455,015	\$435,694	\$493,222	\$518,144

Date 4/26/2018

Accounts receivable \$325,623
Accounts payable \$219,625

Net Asset/Liability \$105,998

Chittenden County RPC Executive Committee

May 2, 2018

Agenda Item 6: Action Item

FY19 Unified Planning Work Program & Budget

Background:

Each year the CCRPC undertakes the development and implementation of a Unified Planning Work Program (UPWP). The Board of Directors of the CCRPC has established a Committee process for the development of the UPWP. The following FY 18 UPWP Committee members were appointed by the Chair:

Board: Mike O'Brien, Chair; John Zicconi, Michael Bissonette

PAC: Ken Beliveau; Joss Besse

TAC: Barbara Elliott, Justin Rabidoux

VTrans: Amy Bell

Ex-Officio: Chris Jolly, FHWA; Jon Moore, GMT

The UPWP Committee met on January 25th, February 22nd, and March 22nd to discuss and evaluate all project applications from Chittenden County municipalities, partner organizations and the public.

At their April 18th meeting, the CCRPC Board voted to warn the FY 19 UPWP & Budget Public Hearing for Wednesday, May 16, 2018 at 6:00 p.m. The public hearing draft documents were posted on the CCRPC web site (<http://www.ccrpcvt.org/about-us/commission/annual-work-plan-budget-finances/>), sent to all municipalities and the Burlington Free Press. As expected, small adjustments were made to the UPWP after the public hearing documents were posted as more details (primarily staff hours) were known for the upcoming fiscal year. The updated version of the FY 19 UPWP & Budget was sent to the CCRPC Board on April 27th.

Recommendations:

UPWP Committee:

The UPWP Committee recommended the FY19 UPWP and Budget to the CCRPC Board at their March 22nd meeting.

Transportation Advisory Committee (TAC):

The TAC is considering the FY19 UPWP at their May 1st meeting.

CCRPC Staff:

Staff recommends that the Executive Committee recommends approval of the FY19 UPWP & Budget to the CCRPC Board.

For more information contact:

Charlie Baker, cbaker@ccrpcvt.org or 861-0115 or

Marshall Distel, mdistel@ccrpcvt.org or 861-0121

Figure 1: Benefit Summary and Eligibility by Employee Type¹

	Regular Full-Time	Regular Part-Time		Probationary	Temporary
Type	At Least 30 Hours per Week	At Least 24 Hours but Less than 30 Hours per Week	Less than 24 Hours per Week	Regardless of Full-Time or Part-Time	Regardless of Full-Time or Part-Time
Benefit					
Health Insurance % of premium paid by RPC	85%	75% ⁵		85% or 75%	
Health Insurance Opt-out Compensation ³	35% of cost reduction to RPC				
Disability Insurance % of premium paid by RPC	100%	100%		100%	
Health Savings Accounts Amount or % \ contributed by RPC	\$45,000-2+ \$2,500-1	75%		\$45,000-2+ \$2,500-1 or 75%	
Life Insurance \$50,000 % of premium paid by RPC	100%	100%		100%	
Dental Insurance % of premium paid by RPC	100%	75% ⁵	⁴	100% or 75%	
Retirement Plan % of annual compensation contributed by RPC	10%	10%		10%	
IRS Deferred Compensation	Offered	Offered		Offered	
Wellness program	\$300	\$300			
Flexible Work Schedule/ Telecommuting/TDM ²	Offered	Offered	Offered	Offered	Offered

1-All benefits and contribution levels subject to adjustment based on Commission's budget

2-Flexible Work Schedule/Telecommuting subject to Executive Director approval. Half price bus passes are not available to Temporary Employees.

3-Health Insurance Opt-out Compensation may be reviewed annually and is subject to change.

4-Regular Part-time employees working at least 17 ½ hours a week are eligible to enroll in the Group Dental Plan. Enrolled employees working less than 24 hours a week will pay the full cost of the dental insurance premium.

5-Regular Part-time Employees working at least 24 hours a week but less than 30 hours a week may choose to shift some or all Health Insurance Opt-out Compensation, should they be eligible for it, from a cash payment and apply it to Dental Insurance premiums.

Updated: 7/20/165/02/18

Chittenden County Regional Planning Commission Executive Committee

May 2, 2018

Agenda Items **4 and 5**: Act 250/Section 248 Review Guidelines and Section 248 Advance Notice Comment Letters

Issues: As you are aware, the adoption of the 2018 ECOS Plan will necessitate changes in our review guidelines for Act 250 and Section 248 applications. These changes will provide guidance for CCRPC to review applications in light of adding “known constraints” and “possible constraints” to development to the ECOS Plan.

The proposed changes differentiate between CCRPC review of Act 250 applications and Section 248 application.

1. Act 250 review will remain largely unchanged. During Act 250 review, the known and possible constraints listed in the ECOS Plan are reviewed by municipalities and state agencies. CCRPC will defer to the relevant municipality or state agency with jurisdiction over the constraint, rather than submit separate comments on constraints. CCRPC will continue to focus review on land use and transportation.
2. During Section 248 review, some, but not all, known and possible constraints listed in the ECOS Plan are reviewed by municipalities and state agencies. CCRPC will defer to state agencies to review relevant constraints but will review and provide comments on local constraints when municipal plans do not have substantial deference. This review will take the form of submitting comments on advance notices and may include commenting on applications during hearings, intervening in hearings or requesting hearings on applications.

Under Section 248, applicants must distribute an “advance notice” at least 45 days before an application is submitted. CCRPC must submit any comments on the advance notice within 40 days of receiving it. Commenting gives CCRPC a chance to raise potential issues before the application is submitted to the Public Utilities Commission. Comment letters for two advance notices are attached:

1. GMP Essex Solar/Storage LLC: Advance notice submitted on 4/11/2018, comments due on 5/21/2018.
2. Town of Colchester/Aegis Solar: Advance notice submitted on 4/12/2018, comments due on 5/22/2018.

Attached are comment letters and constraint checklists for your review. The comment letters are intended for the applicant, while the constraint checklists are for internal use only.

Following approval of the letters, staff will distribute the comments to the applicants. Next steps will depend on whether the concerns raised in the letter are addressed in the final application to the PUC.

Finally, please note that both of these applications might move quickly enough to be submitted before the ECOS Plan is effective.

Staff Recommendation: No action needed at this time, but comments are appreciated.

Staff Contact: Contact Emily Nosse-Leirer and Regina Mahony with any questions: enosse-leirer@ccrpevt.org or rmahony@ccrpevt.org, 846-4490 ext. *15 or *28.

DRAFT

Guidelines and Standards for Reviewing Act 250 and Section 248 Applications

*Adopted by the Chittenden County Regional Planning Commission January 26, 2004
Amended by the Chittenden County Regional Planning Commission: September 26, 2005,
September 19, 2012, ~~and~~ October 16, 2013, ~~and July~~ **September X, 2018***

CCRPC Participation in the Act 250 Process

Commented [A1]: Discussion for EC – should we wait until we have our Determination of Energy Compliance (not until August) or just move forward with these changes.

INTRODUCTION

History of Act 250

Vermont experienced new growth in the 1960's, which brought many important planning issues to the forefront. This period of new growth was characterized by the following:

- Completion of Interstate Highway 89 and the southern Vermont section of Interstate Highway 91;
- IBM locating a primary facility in Essex Junction; and
- A growing tourist industry.

Vermonters are sensitive to the link between the natural and human environments. Many people were concerned that this link was threatened and, in the absence of a mechanism to protect or strengthen this relationship, development was proceeding apace. The steadfastness of concerned Vermont natives began to gain recognition with the State government in the late 1960's.

Prior to *Act 250*, there were no State-level environmental regulations or land use controls in Vermont. In 1970, Vermont enacted the *Land Use and Development Law* (commonly known as *Act 250*). That law created nine District Commissions and an Environmental Board tasked to review development applications based on 10 criteria specified in *Act 250*.

Why Does CCRPC Review Act 250 Applications?

CCRPC reviews *Act 250* development applications as part of an effective regional planning process for the betterment of Chittenden County. Each of Vermont's eleven Regional Planning Commissions is a party by right which may appear and participate in the *Act 250* proceeding of a proposed development whose site is located either in or on the boundaries with a municipality that is a member of that Regional Planning Commission ["Act 250 Environmental Board Rule 14(A)(3)"]. In addition, pursuant to 24 V.S.A. § 4345a(13) all RPCs "shall appear before district environmental commissions to aid them in making a determination as to the conformance of developments and subdivisions with the criteria of 10 V.S.A. § 6086."

CCRPC REVIEW PROCESS

In General

The CCRPC's Executive Committee ("EC") and designated CCRPC staff are responsible for the review of *Act 250* applications.

CCRPC staff shall initially review each application before the District 4 Environmental Commission (with specific attention given to those applications going to a hearing) for the purpose of identifying for the EC:

1. whether the proposed project is or is not in conformance with the provisions of the current *Chittenden County ECOS Plan*- (hereafter referred to as the Regional Plan), with specific attention given to the Planning Areas section of the Regional Plan; and
2. whether the proposed project fails to comply with one or more of the 10 Act 250 criteria, 10 V.S.A. §§ 6086 (a) (1) through (10), with specific attention paid to the criteria dealing with transportation and/or traffic and the other criteria within CCRPC's expertise based on approved technical reports and/or on in-house technical expertise or expert opinion of individuals consulted by in-house staff; and -
3. whether the proposed project avoids known constraints or minimize impacts to possible constraints identified in the Regional Plan. The constraints are identified in the current *Regional Plan* and are based on statewide or local policies that are currently adopted or in effect. Because these constraints are protected at the state and local level already, CCRPC will defer to the relevant municipality or state agency with jurisdiction over the constraint.

More detailed descriptions of each constraint are available in Appendix A: Local Constraint Language. This appendix will guide CCRPC in providing comments and participating in hearings before the District Environmental PUCCommission.

CCRPC Actions

The EC may take action on an application only if there is an affirmative vote by the majority of those present. In the absence of such an affirmative vote, the EC and Executive Director will jointly bring the matter forward to the full CCRPC Board for action. To the best of our ability we will take action within a posted meeting – however, if participation is required before a meeting of either the EC or the full CCRPC Board can be held Staff will send the letter to Act 250 only if no objections have been heard from the Executive Committee. Formal review and action will be taken on the letter at the first available meeting following submittal of the letter.

CCRPC staff shall review all applications as required by 24 V.S.A. § 4345a(13) (with specific attention given to those applications going to a hearing) and will recommend one or more of the following actions to the EC:

- Letters: The EC may submit one or more letters to the District Environmental Commission or Environmental Division of Vermont Superior Court to represent the position of CCRPC that accomplish one or more of the following purposes:
- Request clarification of specific matters in the application,
 - Indicate if the proposed development is in conformance with the current Regional Plan, or

The Full CCRPC Board may submit one or more letters to the District Environmental Commission or Environmental Division of Vermont Superior Court to represent the position of CCRPC that accomplish one or more of the following purposes:

- Indicate if the proposed development is not in conformance with the current Regional Plan, or
- Indicate if the proposed development does not comply with one or more of the ten Act 250 criteria, or
- Request a hearing.

Hearings: If the EC determines it is beneficial for CCRPC to actively participate in a District Environmental Commission hearing, the EC will designate the Executive Director, CCRPC staff, or an EC member to attend and represent CCRPC at the District Environmental Commission hearing.

Pre-Submission and Post-Submission Discussions

In order to improve the likelihood that a project will be consistent with the Regional Plan, CCRPC staff shall have a discussion with the Planning and/or Zoning staff of its member municipalities at the Planning Advisory Committee (PAC) meetings on at least a quarterly basis and inquire if any new projects currently under municipal planning and zoning review appear likely to have an Act 250 hearing. When CCRPC staff learns of such a project, CCRPC staff shall request a meeting with municipal staff and the project applicant, so that any regional issues, concerns or potential impacts may be identified and addressed at the earliest stages. These discussions are intended to provide information and not formulate CCRPC's position on specific applications.

Appeals

The Environmental Division of Vermont Superior Court is responsible for reviewing appeals of District Environmental Commission rulings. Before CCRPC may be a party in an appeal of a District Environmental Commission decision to the Environmental Division of Vermont Superior Court (either to contest a District Environmental Commission decision or to support a District Environmental Commission decision that is contested by others), the Commission must approve such action, following recommendations made by the Executive Committee. Before CCRPC may be a party in an appeal of an Environmental Division of Vermont Superior Court decision to the Vermont Supreme Court (either to contest an Environmental Court decision or to support an Environmental Court decision that is contested by others), the Commission must approve such action, following recommendations made by the Executive Committee.

CCRPC Participation in the Section 248 Process

INTRODUCTION

The Vermont Public ~~Service Board~~Utilities Commission (“~~PSBPUC~~”) is a State quasi-judicial board with jurisdiction over public utilities, cable television, water utilities, electric utilities, water carriers, gas utilities, telephone utilities, and resellers of telephone services, as described in 30 V.S.A. § 203. An entity that proposes to construct certain types of new/renovated gas or electric facilities must obtain a Certificate of Public Good from the ~~PSBPUC~~ pursuant to 30 V.S.A. § 248. The ~~PSBPUC~~ may not issue a Certificate of Public Good unless it finds (among other conditions) that the “...facility will not unduly interfere with the orderly development of the region with due consideration having been given to the recommendations of the municipal and regional planning commissions.” 30 V.S.A. § 248(b)(1). In addition, 24 V.S.A. § 4345a(14) requires regional planning commissions to “appear before the public service board to aid the board in making determinations under 30 V.S.A. § 248.”

The Regional Plan received a Determination of Energy Compliance from the Public Service Department on August X, 2018. This means that the PUC should give the plan “substantial deference.” “Substantial deference” means that a land conservation measure or specific policy shall be applied in accordance with its terms unless there is a clear and convincing demonstration that other factors affecting the general good of the State outweigh the application of the measure or policy. The known and possible constraints and suitability policies identified in the Regional Plan will receive substantial deference in PUC proceedings.

More detailed descriptions of each constraint are available in Appendix A: Local Constraint Language. This appendix will guide CCRPC in providing comments and participating in hearings before the PUC.

CCRPC REVIEW PROCESS

Criteria for CCRPC Review

In reviewing petitions for Certificates of Public Good, CCRPC will focus its review on:

1. Compliance or non-compliance of the petition or plan for the proposed facility with the provisions of the current Regional Plan, with specific attention given to the Planning Areas section of the Regional Plan; ~~or~~and
2. Whether the proposed facility will or will not unduly interfere with the orderly development of the region. While the statute does not provide specific criteria for review (such as the 10 Act 250 criteria), CCRPC will review the petition with specific attention paid to transportation and/or traffic, the suitability policies identified in the ~~Regional Plan~~, and the other criteria within CCRPC’s expertise based on approved technical reports and/or on in-house technical expertise or expert opinion of individuals consulted by in-house staff; ~~and~~.
3. Whether the proposed facilities avoid known constraints or minimize impacts to possible constraints identified in the Regional Plan. The constraints are identified in the current Regional Plan and are based on statewide or local policies that are currently adopted or in effect. When constraints are already protected at the state level or in a municipality with a

plan that has received a Determination of Energy Compliance, CCRPC will defer to the relevant municipal or state agency review of the constraint. When a constraint is protected at the municipal level in a municipality with a plan that has not received a Determination of Energy Compliance, in consultation with the municipality CCRPC will review whether known constraints are being avoided and whether impacts to possible constraints are being minimized.

During review, CCRPC may also ask for clarification of specific matters in the petition or plan for the proposed facility.

CCRPC RECOMMENDATIONS TO THE PUC DURING THE 45-DAY NOTICE PERIOD

At least 45 days before filing a Section 248 petition with the Commission, an applicant must provide advance notice of the proposed project to the municipal and regional planning commissions and the municipal legislative bodies in the town where the project will be located.

A regional planning commission must make any recommendation to the PUC and to the petitioner within 40 days of the submittal of the advanced notice. Although § 248 is silent with respect to the nature of a regional planning commission's recommendations, CCRPC's policy is that any recommendations made by CCRPC will be expressed in a letter that provides the PUC and the petitioner with information about CCRPC's preliminary determination on the review criteria identified above, along with requests for any additional information needed to make that determination.

CCRPC PARTICIPATION AFTER A PETITION FOR A CERTIFICATE OF PUBLIC GOOD IS FILED

When a Petition for a CPG is filed, CCRPC will review the Petition in light of any comments submitted during the advance notice period. CCRPC may:

1. Hold a CCRPC hearing
2. Submit comments during a PUC hearing
3. Intervene in a PUC hearing and becoming a party to the case
4. Request a hearing.

During any step, CCRPC may request that the Department of Public Service exercise its authority to retain experts and other personnel to review the proposed facility.

CCRPC Hearing

Although 30 V.S.A. § 248(f) specifically authorizes regional planning commissions to hold a public hearing on the plan for the proposed facility that is the subject of a §248 petition, it does not specify any additional details on the nature or requirements of such a hearing. It is CCRPC's policy to limit the hearing to requesting more information or presenting of evidence regarding the review criteria identified above. CCRPC shall attempt to hold its public hearing at locations and times that are convenient to members of the public who are most likely to be interested in the outcome of the petition.

Submitting Comments during a PUC Hearing

As Amended on August X, 2018

Commented [A2]: Question for the Exec. Comm. about whether this letter should be approved by them? It would get it in the Board packet to put the full Board on notice.

When notified of a hearing before the PUC, CCRPC's Executive Committee (EC) and staff will review the petition, with a particular emphasis on any issues raised during the advance notice period. If all issues have been adequately addressed, CCRPC will submit comments stating that and will not participate further.

Intervening in PUC Hearings

When notified of a hearing before the PUC, CCRPC's Executive Committee (EC) and staff will review the petition, with a particular emphasis on any issues raised during the advance notice period. If issues raised in the advance notice period have not been addressed, CCRPC's EC and staff will work with the affected municipality to determine whether further participation is needed.

CCRPC may intervene in a PUC hearing.— If the EC determines it is beneficial for CCRPC to intervene in a PUC hearing, it will recommend this to the full CCRPC Board. If the CCRPC Board agrees, it shall designate the Executive Director, CCRPC staff, or an EC member to attend and represent CCRPC at the Public Service Board hearing.

Commented [A3]: Question for the Exec. Comm. – or can this just be done at the Exec. Comm. level?

To participate in a **PSBPUC** hearing beyond providing comments on the petition (as noted above), CCRPC must be granted “intervenor status” by the **PSBPUC**. Although 30 V.S.A. § 248 does not automatically recognize that regional planning commissions are parties in **PSBPUC** hearings, the current practice of the **PSBPUC** is to allow entities that receive copies of the application according to 30 V.S.A. § 248(4)(C) an opportunity to submit a request to be named as a party when they file a Notice of Appearance. If CCRPC deems that it is necessary to participate in hearings governed by 30 V.S.A. § 248, it shall accompany its Notice of Appearance submission with a letter requesting Intervenor Status. If this request is denied and CCRPC continues to deem it necessary to participate, CCRPC may submit a Motion to Intervene.

CCRPC's participation in a PUC hearing will be limited to the review criteria identified above.

Requesting a PUC Hearing

When notified that a petition has been submitted to the PUC, CCRPC will review the petition in consultation with the affected municipality, with a particular emphasis on any issues raised during the advance notice period. If the issues raised have not been addressed and a hearing has not been scheduled, CCRPC is able to request a hearing. If the EC determines it is beneficial for CCRPC to request a PUC hearing it will recommend this to the full CCRPC Board. If the CCRPC Board agrees, it shall designate the Executive Director, CCRPC staff, or an EC member to attend and represent CCRPC at the Public Service Board hearing.

Commented [A4]: Question for the Exec. Comm. – or can this just be done at the Exec. Comm. level?

DETERMINING PREFERRED SITES FOR SOLAR GENERATION FACILITIES

Vermont's net metering rules (5.100 Rule Pertaining to Construction and Operation of Net-Metering Systems) allows Regional Planning Commissions and municipalities to identify preferred sites for net metering projects by identifying a preferred site in a joint letter of support from the municipal legislative body and the municipal and regional planning commission. Upon request, CCRPC's Executive Committee and staff will review the site's consistency with the review criteria identified above. CCRPC will participate in a joint letter if the criteria are met.

[NOTE: this process may change based on legislative changes in the 2018 session.]

CCRPC Policies Related to Both Act 250 and Section 248 Participation

ACT 250/SECTION 248 MONTHLY REPORTS

The EC shall use its monthly draft minutes to the full Commission to provide information pertaining to Act 250 and Section 248 applications in which a letter and/or testimony was submitted. In addition, the letters will be presented to the full Commission in the monthly meeting packets. For each application the EC minutes shall identify:

- 1) the project name, location, and a brief description,
- 2) note any hearing dates on the project, and
- 3) any actions the EC decided to exercise.

CONFLICT OF INTEREST

Real or apparent conflicts of interest will be guided by *CCRPC Bylaws, Article XII Resolving Conflicting Interests*.

Municipality	Possible Constraints	Supporting Regulation
Bolton	<ol style="list-style-type: none"> 1. Conservation District 2. Forest District 3. Steep Slopes (15-25%) 4. Town-Owned Land 5. Flood Hazard Overlay II 	<ol style="list-style-type: none"> 1. BLUDR Table 2.7(A): The Conservation District includes all land above 2,500 feet in elevation, the town's permanently conserved lands, including town and state owned parks, forests and conservation land, and existing private in-holdings on Honey Hollow Road. Conditional Uses: Alpine Ski Facility, Primitive Campground, Nordic Ski Facility, Public Facility, Recreation/Outdoor, Telecommunications Tower. 2. BLUDR Table 2.6(A): The purpose of this district is to protect Bolton's more remote and inaccessible forested upland areas from fragmentation, development, and undue environmental disturbance, while allowing for the continuation of traditional uses such as forestry, outdoor recreation and compatible low density residential development 3 BLUDR Section 3.16(A): Development on steep slopes equal to or in excess of 15%, or which results in such slopes, shall be subject to conditional use review under Section 5.4 and [provisions including stormwater management, erosion control and design intended to minimize visual impacts from public vantage points]. 4. Selectboard Authority 5. BLUDR Table 2.8 states that the only new construction allowed in the FHO II district is an accessory structure to an existing use
Burlington	<ol style="list-style-type: none"> 1. Historic Districts and Historic Neighborhoods (Eligible for Listing) 2. Mixed Use, Institutional Core Campus and Enterprise Zoning Districts 3. Designated Downtown and Neighborhood Development Area 4.View Corridors 5. Official Map Features 6. Burlington Country Club property 7. City-owned parks and 	<ol style="list-style-type: none"> 1. Burlington's Standards for Historic Buildings and Sites state that new additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale, and proportion, and massing to protect the integrity of the property and its environment. (5.4.8) 2. Development Ordinance Section 4.4.1 and 4.5.2: Development [in the Downtown Mixed Use Districts and institutional Core Campus Overlay] is intended to be intense with high lot coverage and large tall buildings placed close together. Development in the Enterprise District is intended to ensure that sufficient land area is appropriately designated within the city to provide an adequate and diversified economic base that will facilitate high-density job creation and retention (4.4.3) 3. Designated Downtown and Neighborhood Development Area are intended to be the center of Burlington's economic and commercial development 4. Development Ord. section 4.4.1 states that building heights and forms shall respect the principal view corridors, defined as the rights-of-way of Pearl, Cherry, College, and Main Streets, and preserve or enhance views to the lake and mountains. 5, 6 & 7. City Council authority

Municipality	Possible Constraints	Supporting Regulation
Charlotte	1. Shoreland Setback and Buffer Area Surface Waters, Wetlands, and Buffer areas 2. Flood Hazard Areas 3. Special Natural Areas 4. Wildlife habitat 5. Conserved Land 6. Historic Districts, Site, and Structures 7. Slopes greater than 15% 8. Land in Active Agriculture 9. Water Supply Protection Areas 10. Scenic Views 11. Significant Wildlife Habitat	1-4: Zoning Regulation page 65 states Land development in Charlotte is evaluated and sited so as to avoid and / or minimize impacts to the following AHPV as identified in Charlotte's Town Plan and Land Use Regulations: flood hazard areas, Surface waters, wetlands and associated setback and buffer areas, Shoreland setback and buffer areas, special natural areas, Wildlife habitat (as identified in Charlotte Town Plan or as field delineated) 5-11: Zoning Regulation page 65 states Land development in Charlotte is evaluated and sited so as to avoid and / or minimize impacts to the following AHPV as identified in Charlotte's Town Plan and Land Use Regulations: Historic districts, sites and structures (as listed in Vermont State Historic Register); Steep slopes (equal to or in excess of 15%), Land in active agricultural use
Colchester	1. Shoreland Setback and buffer area 2. Shore Land Overlay District* 3. Water Protection Overlay District (EXCEPT for wetlands and surface waters)*	1. Zoning Regulation To preserve the natural growth and cover of the shorelines, to preserve water quality, to prevent pollution, to regulate development and appearance of the shorelines, to prevent erosion, to prevent nuisance, and to preserve the property rights of the shoreline property owners. Permitted uses are those uses which are permitted in the underlying zoning district. 3. It is the purpose of this Section to provide for the protection and improvement of the surface waters and wetland within the Town of Colchester. These regulations and standards are intended to lead to the establishment and protection of natural areas along the Town's surface waters and wetlands to provide improved protection for water quality and the provision of open space areas and wildlife habitat. It is the further purpose of this Section to provide for the retention of preexisting residential neighborhoods located along surface waters and streams in a manner consistent with the resource protection goals of this Section and the Municipal Plan. For the FEH portion of this district, permitted uses are those uses which are permitted in the underlying zoning district.


Municipality	Possible Constraints	Supporting Regulation
Essex	1. Scenic Resources Protection Overlay District 2. Resource Protection District Industrial 3. Steep Slopes 15-20% 4. Core Habitat 5. Habitat Blocks	1. Essex Zoning Table 2.20.A: The purpose of this overlay district is to avert or minimize the adverse impacts of development on identified scenic resources, viewsheds and roadscape corridors in the Town of Essex through appropriate site planning and design practices. The standards are intended to provide flexibility so that proposed development can be designed to fit the particular characteristics of the site on which it is located. 2. Essex Zoning Table 2.14: The objective of the RPD-I and the related O1 District parcel is to protect such natural attributes for public enjoyment, and, to carry out development activities in harmony with the natural surroundings. Of the 751.7 acres in this district, 60 percent has been formally designated for recreation/conservation use (including all of the related O1 District acreage) and the remaining 40 percent for permitted uses as set forth in (B) below that satisfy all other district requirements. 3. Zoning Regulations 5.6.B.2: Development is discouraged on slopes of 15 percent or steeper due to the likelihood of erosion and stormwater runoff problems. 4 and 5. Town Plan Policy 3(S).4 (p. 63): "Critical wildlife habitat, including but not limited to deer wintering areas, rare and/or endangered species habitat, local fisheries, and identified travel corridors, shall be protected from inappropriate development and land management activities." Town Plan p. 63: "By recognizing its natural features – topography, slopes, geology, soils, water resources, agricultural and forest lands – a town can protect those resources and ensure a high quality of life for its residents." Town Plan p. 72, Forest Lands: "Essex's forests provide large habitat blocks for animals and offer economic potential through timber harvests. Forest trails open to hiking, mountain biking, horseback riding, cross-country skiing and snowmobiling improve quality of life and can support a recreation-based sector of the economy. Nearly 13,000 acres in Essex are forested, yet forest fragmentation from development is a major problem in Vermont, including Essex. The largest forests in Essex stretch north from the northeastern and northwestern parts of town into Colchester, Milton, Westford, and Underhill. The largely unbroken
Hinesburg	1. Moderately Steep Slopes (15-25%) 2. Core Wildlife Habitat 3. Village Growth Area 4. Industrial zoning districts	1 and 2. Hinesburg Zoning 5.26.2(1): Building sites and related development areas...shall minimize impact on secondary resource areas...including slopes between 25-25% and core wildlife habitat. 3. Hinesburg Zoning, Section 3.1: Village Growth Area Purpose. Development densities should be maximized to the extent practical in order to better realize Hinesburg's overall "smart growth" strategy. 4. Hinesburg Zoning, Sections 3.11-3.14: Industrial Districts 1-4 are intended for industrial uses

Municipality	Possible Constraints	Supporting Regulation
Jericho	<ol style="list-style-type: none"> 1. Secondary Conservation Areas 2. Village Centers 	<ol style="list-style-type: none"> 1. Tiered Conservation Priorities, as shown on Map 9 of the Town Plan, depicts all the conservation priorities identified in Jericho in three tiers of priority. Secondary Conservation Areas are also very sensitive but some activities can occur within them without compromising their integrity. These include wildlife road crossings, a larger area surrounding vernal pools, significant (but not rare) natural communities, and ledge and cliff habitat that may be important for wildlife. In general, these places should be evaluated carefully when development is proposed within them for potential conflicts with the natural resource values. (Town Plan Pg. 38) 2. The purpose of the Village Center District is to encourage the concentration of people and community-focused activities in traditional centers (Land Use Regulations 3.2.7)
Milton	<ol style="list-style-type: none"> 1. Town Forest and Municipal Natural and Rec Areas with Management Plans 2. Habitat Blocks 8-10 3. Encumbered Open Space 	<ol style="list-style-type: none"> 1. Selectboard Authority 2. Town Plan Goal 8.1: Continue protection of existing natural resources identified in this chapter. [Including critical habitat] 3. OPEN SPACE Requirements for developments with ten (10) or more multi-family residential units. The proposal shall provide for the preservation and maintenance of OPEN SPACE which is designed to be an integral part of the whole development. The size, shape and locations of OPEN SPACE shall be approved by the Development Review Board. The OPEN SPACE shall be protected by appropriate legal devices to ensure the continued USE of such lands for the purpose of AGRICULTURE, FORESTRY, recreation or conservation. Such mechanisms include dedication of development rights, conservation easements, homeowners associations, restrictive covenants, conveyance to land trusts, or other appropriate grants or restrictions approved by the Development Review Board. Permitted future USES and maintenance of the OPEN SPACE shall be specifically identified as part of the approval of development with ten (10) or more multifamily units. (Milton Land Use Regulations Section 804.6)
Shelburne	<ol style="list-style-type: none"> 1. Significant View Areas 2. Archeologically Sensitive Areas 3. Lakeshore Overlay District 	<ol style="list-style-type: none"> 1. Direct development in a manner to minimize undue adverse impacts on the Town's scenic beauty, open lands, shorelines, and ridgelines with particular attention paid to roadside views or views from Lake Champlain. Identification of such resources can be aided by the maps listed in Objective 1 (Town Plan pg. 30) 2. Would be based on review by the Department of Historic Preservation and mapping completed by town that is not publically accessible. 3. The purpose of this district is to preserve vegetation and natural cover of the shore adjacent to Lake Champlain in order to preserve views both from and of the lake, the preservation of water quality and prevention of pollution, the recognition of the extreme vulnerability of lakeshore properties to erosion and other nuisances, and the avoidance of problems resulting from over intensive exploitation of the lakeshore. Uses are permitted according to underlying district (Shelburne Zoning Regulations Article XVII: Lakeshore Overlay District)

Municipality	Possible Constraints	Supporting Regulation
South Burlington	<p>1. Source Protection Area Zone 1*</p> <p>2. Habitat Blocks and Riparian Connectivity 4. Slopes 20% or greater</p> <p>5. SEQ Natural Resource Protection Area</p>	<p>1 & 2. The 2016 Comprehensive Plan includes a section on energy siting (page 3-41) states “South Burlington recognizes that there may at times be competing goals. While the City supports the harnessing of renewable energy, particularly in the case of solar arrays, it must consider the impacts of such structures on open spaces and wildlife corridors. As such, this plan shall strive to provide guidance as to where the siting of renewable energy facilities should be avoided in favor of certain conservation areas:</p> <ul style="list-style-type: none"> • All Primary Conservation Areas identified per the map included in the 2014 South Burlington Open Spaces Report (SPA-Zone I is indicated on the Primary Conservation Areas map) • Uncommon Species and Habitat Blocks identified per the Secondary Conservation Maps included in the 2014 South Burlington Open Spaces Report.” <p>3. The presence of important ecological resources, as well as steep slopes, shallow soils, and extensive bedrock outcroppings should be incorporated into all types of planning for development and conservation (Town Plan, 2-105).</p> <p>4. Any lot that lies entirely within a SEQ-NRP sub-district is subject to the following supplemental regulations: (1) Such lot shall be conveyed to the City of South Burlington as dedicated open space or to a qualified land trust and shall not be developed with a residence, or (2) Such lot may be developed with a residence or residences pursuant to a conservation plan approved by the Development Review Board. See 9.12(B) below.</p> <p>(3) Such lot may be developed with uses other than residences, as listed in Table C-1, subject to the Development Review Board’s approval of a conservation plan that balances development or land utilization and conservation. Such lot may also include the following additional development/activities: (a) Driveways, roads, underground utility services, or other appurtenant improvements to serve approved development or uses. Utility service components, such as transformers and amplifiers, may be installed at ground level where such accords with standard industry practices. (b) Landscaping, regrading, or other similar activities necessary to the creation of a buildable lot. (South Burlington Land Development Regulations, Section 9.12)</p>

Municipality	Possible Constraints	Supporting Regulation
Underhill	1. Steep slopes (15-25%) 2. Mt. Mansfield Scenic Preservation District 3. Wetlands and associated buffers 4. Surface Waters and buffers 5. Steep Slopes (>25%)	1. The purpose of this section is to regulate land subdivision and development to minimize site disturbance and construction on steep slopes (15% to 25%), and to avoid site disturbance on very steep slopes (> 25%) (Underhill Land Use Regulations Section 3.18) 2. Mt. Mansfield Scenic Preservation and Soil and Water Conservation Districts. Site layout and design, to the extent physically feasible, shall avoid adverse impacts to natural and scenic resources and environmentally sensitive areas within these districts, including those resources listed under Subsection B.1. The applicant should consider, and the DRB may require one or more mitigation measures listed under Subsection B.1 as necessary to minimize adverse impacts to identified resources in the vicinity of the proposed development. (Underhill Land Use Regulations Section 5.3.B.2.c). 3 & 4. All structures and impervious surfaces, except for allowed encroachments under Subsection E below, shall be set back at least: 1. 100 feet from the Beaver Brook, Settlement Brook, Crane Brook, the Creek, Roaring Brook, Seymour River, Harvey Brook, Stevensville Brook, Mill Brook, Clay Brook, and Brown's River, as measured horizontally from the top of the bank, or 50 feet if measured from top of slope. 2. 100 feet from all Class I wetlands and 50 feet from Class II wetlands as measured horizontally from a delineated wetland boundary identified initially from Vermont Significant Wetland Inventory (VSWI) maps, and through site documentation if required by the Zoning Administrator or the Development Review Board. 3. In addition, all structures and other impervious surfaces shall be set back at least 25 feet from: a. other naturally occurring streams and rivers (as measured horizontally from the top of the bank, or channel centerline where no bank is discernable), as identified on USGS topographic maps, Vermont Base Mapping Program orthophotos, or through site investigation; b. Class III wetlands identified from Vermont Significant Wetland Inventory (VSWI) maps or through site investigation, as measured horizontally from a delineated wetland boundary (Underhill Land Use Regulations Section 3.19) 4. Zoning Regulations- to avoid site disturbance on very steep slopes (> 25%), Exemption Utilities, including telecommunications facilities, power generation facilities, and transmission lines regulated by the Vermont Public Service Board. (pgs. 53-54)
Williston	1. Conservation Areas/Natural Communities* 2. Steep slopes over 15%	1. 27.4.4 Avoid Undue Adverse Impact. Alternative site designs may be required, alternative locations for the development may be required, and the minimum amount of land required to be set aside as open space may be increased, if necessary to avoid undue adverse impacts to Conservation Areas. (Williston Unified Development Bylaw 27.4.4) There are seven distinct Conservation Areas in Williston: 1) significant wildlife habitat areas; 2) areas containing uncommon, rare, threatened, or endangered species; 3) unique natural communities; 4) farmlands of local importance, 5) scenic viewsheds, 6) special flood hazard areas (see WDB Chapter 28), and 7) streams, wetlands, lakes, and ponds (see WDB Chapter 29) (Williston Unified Development Bylaw 27.1.1) 2. Development should be directed away from slopes. This bylaw calls for reduced densities on slopes over 15% (see Chapter 19 and the various zoning districts). (Williston Unified Development Bylaw 29.5.1.1)



SITE ENGINEER:

CIVIL ENGINEERING ASSOCIATES, INC.
10 MANSFIELD VIEW LANE, SOUTH BURLINGTON, VT 05403
802-864-2323 FAX: 802-864-2271 web: www.cea-vt.com

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CLIENT:
**KWINIASKA
GOLF COURSE**

5531 SPEAR ST.
SHELBURNE, VT. 05482

PROJECT:

**P.B. DYE DESIGN
COURSE
CONSOLIDATION**

5531 SPEAR ST.
SHELBURNE, VT. 05482


VERMONT
ACT 250 District Commission # 4, 6, 9
Application #: 4C1312
Exhibit #: 023
Date Received: 03/23/18

DATE	CHECKED	REVISION
3/14/18	DSM	REV GRADING & TREE LINE AT 7th TEE
3/21/18	DSM	REVISED HOLE 1, 2, 7, 14 & 15

PROPOSED
CONDITIONS
OVERALL SITE
PLAN

DATE
FEB., 2018

SCALE
1" = 150'

PROJ. NO.
17193

DRAWING NUMBER
C2.0

Hole	Par	Yardage
1	4	333
2	3	173
3	4	379
4	5	547
5	3	117
6	4	331
7	4	177
8	3	141
9	5	569
Out	35	2767
10	4	380
11	4	318
12	5	490
13	4	360
14	3	126
15	3	166
16	4	332
17	5	500
18	3	143
In	35	2815
Out	35	2767
Total	70	5582

FORWARD AND MIDDLE
TEE DISTANCES TO BE
DETERMINED UPON
COMPLETION OF
CONSTRUCTION

May 6, 2018

Rachel Lomonaco
Act 250 Acting District Coordinator
111 West Street
Essex Junction, VT 05452

RE: Kwiniaska Golf Club; Shelburne; Application #4C1312

Dear Ms. Lomonaco:

The Chittenden County Regional Planning Commission's Staff and Executive Committee have reviewed this Act 250 application for a project described as the construction of 6 additional golf holes on the east side of Spear Street (four proposed as infill within the existing golf course footprint limits and two proposed to be located in northeast corner of property), as well as a parking lot expansion and the construction of a porch with an awning on the east side of the clubhouse. The project is located at 5531 Spear Street in Shelburne. We understand that this project is currently being reviewed by the Shelburne Development Review Board and that no decisions have been made yet regarding the application.

The project is located within the Rural Planning Area as defined in the Chittenden County Regional Plan, entitled the *2013 Chittenden County ECOS Plan*. The Rural Planning Area is identified in the Plan as an area where regional and town plans promote the preservation of Vermont's traditional working landscape and natural area features, which provides for low density commercial, industrial, and residential that is compatible with working lands and natural areas. Development in the rural planning areas is also typically outside the sewer service area. We find this project to be consistent with the Planning Areas for the following reasons:

1. The project is a low density commercial development that is in conformance with the Rural Planning Area.
2. The project does not propose any changes to existing water or wastewater service.

Therefore, we find this project to be in conformance with the Planning Areas of the *2013 Chittenden County Regional Plan*.

We also find that this project meets the requirements of Criterion 9(L). We find that this area does not meet the definition of "existing settlement". Therefore, under Criterion 9(L), the applicant must show that any project outside an existing settlement:

- i. Makes efficient use of land, energy, roads, utilities and other infrastructure, and either:
 - (I) Will not contribute to strip development, or
 - (II) If the project is "confined to" existing strip development, it incorporates infill and minimizes the characteristics of strip development.

The project makes efficient use of land, energy, roads, utilities, and other supporting infrastructure because the expansion of the golf course facilities will take place on the existing Golf Club property. The

project will not necessitate the construction of any new utility or public transportation infrastructure. Finally, the project is limited to the existing Golf Club property, and does not contribute to the characteristics of strip development.

We have no comments or concerns regarding transportation as this project is simply restoring the golf course to its previous size of 18 holes.

Due to the detailed level of development review in most Chittenden County municipalities and the environmental permit reviews at the Department of Environmental Conservation, CCRPC will give specific attention in its Act 250 reviews to the type of use and the Planning Areas section of the 2013 Chittenden County ECOS Plan. While there are many other topics covered in the 2013 Chittenden County ECOS Plan, there has been significant analysis at the Regional level regarding transportation impacts. The CCRPC will also focus its attention on transportation, where appropriate, in accordance with the Metropolitan Transportation Plan, which is within the 2013 Chittenden County ECOS Plan.

These comments are based on information currently available; we may have additional comments as the process continues. Please feel free to contact me should you have any questions.

Sincerely,

Charlie Baker
Executive Director

Cc: CCRPC Board
Certificate of Service



May 3, 2018

Kirk Shields
Green Mountain Power
163 Acorn Lane
Colchester, VT 05446

RE: Advance Notice of Petition for GMP-Essex Solar/Storage LLC's Proposed Project in Essex, Vermont
(Case #18-0944-AN)

Dear Mr. Shields:

Chittenden County Regional Planning Commission has received the 45-day notice of a Section 248 Petition to be filed with the Vermont Public Utility Commission for a ± 4.45 MW solar project with a 2 MW battery storage facility, to be known as the GMP-Essex Solar/Storage Project, on River Road in Essex VT. As you know, CCRPC is currently in the final stages of drafting a new regional plan (*2018 Chittenden County ECOS Plan*), with an anticipated adoption date of June 20, 2018, and an effective date of July 25, 2018. We will be seeking a Determination of Energy Compliance from the Vermont Department of Public Service after the plan is adopted. Given the timing of this application, we have reviewed it based on the policies in the *2018 Chittenden County ECOS Plan*. We hope this letter serves to alert you to the policies that may be in place at the time of you filing your petition.

ECOS Energy Goal

CCRPC finds that this project meets the intent of the Energy Goal (Goal #17) of the *2018 ECOS Plan*: "Move Chittenden County's energy system toward a cleaner, more efficient and renewable system that benefits health, economic development, and the local/global climate by working towards the State's Comprehensive Energy Plan goals."

Strategy 2, Action 4b of the ECOS Plan states "CCRPC supports the generation of new renewable energy in the County to meet the Vermont Comprehensive Energy Plan's goals of using 90% renewable energy by 2050, in a manner that is cost effective and respects the natural environment". Development of this solar facility helps implement this action. The Plan's suitability policies help determine whether projects are cost effective, and the Plan's constraint policies help determine whether projects respect the natural environment.

Suitability Policies

The *2018 ECOS Plan* recommends the location of renewable energy generation facilities in appropriate locations, as defined by the policies in Strategy 2, Action 4b. The project as proposed meets the following suitability policies:

- The project is located in an area with 3-phase power and adequate grid capacity.
- The project is a reuse of a previously disturbed sand pit.
- The project is located in one of Chittenden County's areas planned for growth (Enterprise District) but is not located in a state designated center or a historic district.

CCRPC finds that the general location of this project meets the suitability policies of the *2018 ECOS Plan*.

Constraints

The 2018 ECOS Plan states that ground mounted renewable energy generation is constrained in certain areas due to state and local restrictions on development. Strategy 2, Action 4b states: "Site renewable energy generation to avoid state and local known constraints and to minimize impacts to state and local possible constraints, as defined in Strategy 3, Action 1.f, and Strategy 4, Action 1.f, and Action 2.e. Renewable energy generation sited on existing structures or parking lots complies with this policy."

CCRPC has reviewed the constraints that exist on the site of the proposed project. It appears that most constraints are not impacted by this project (see the attached analysis). However, some constraints appear to be impacted by this project, based on the site plan included in the advance notice.

- **Class 2 Wetland:** Based on the VSWI layer shown on the ANR Atlas, it appears that a Class II wetland will be impacted by this project. Class II wetlands are a state known constraint. CCRPC will defer to the Vermont Agency of Natural Resources in determining the location of wetlands and the impact of development. CCRPC is not requesting further information or action related to this constraint at this time.
- **Agricultural Soils:** Based on the agricultural soils layer shown on the ANR Atlas, it appears that statewide agricultural soils will be impacted by this project. CCRPC will defer to the Vermont Agency of Agriculture, Food and Markets in determining the impact of development on agricultural soils. CCRPC is not requesting further information or action related to this constraint at this time.
- **Slopes Higher than 20% and Slopes 15-20%:** Based on the slopes layer shown on the ANR Atlas and the contour lines shown on the submitted site plan, it appears that this project proposes clearing vegetation on an area of slopes over 20%. Slopes over 20% are a known constraint in the Town of Essex. Slopes 15-20% are a possible constraint in the Town of Essex. **CCRPC requests more information on the impact this project will have on slopes over 20% and slopes 15-20%, including any plans to stabilize the slopes after clearing and how the project could be reconfigured to avoid clearing on any slopes over 20%.**

CCRPC supports the development of renewable energy in Chittenden County, and we look forward to working with you to gain more clarity on this project's impacts to steep slopes.

These comments are based on information currently available; we may have additional comments as the process continues. We understand that the project may change between the advance notice and the final application. CCRPC will review the project location again after the final application is submitted to confirm our initial findings above. Please feel free to contact me with any questions.

Sincerely,

Charlie Baker
Executive Director

cc: CCRPC Board
Service List (via upload to ePUC)

GMP-ESSEX
SOLAR/STORAGE
PROJECT

Sand Hill Road
Essex, Vermont

GMP-ESSEX SOLAR/
STORAGE LLC

163 Acorn Lane
Colchester, VT 05446

K&L
Krebs & Lansing Consulting Engineers, Inc.
164 Main Street, Suite 201
Colchester, VT 05446
T: (802) 878-0379
F: (802) 878-9018
email@kresandlansing.com
kresandlansing.com

ISSUED FOR PERMIT REVIEW
NOT FOR CONSTRUCTION

SOURCE DATA LEGEND

MAPPING SOURCE DATA USED FOR PLAN COMPIATION

Civil Engineering

Krebs and Lansing Consulting Engineers, Inc.
164 Main Street, Suite 201
Colchester, Vermont 05446

Electrical Engineering

Brian Branning
Solar Power Engineering
272 Spring Hollow Lane
Montpelier, Vermont 05602

Environment

Fitzgerald Environmental Associates, LLC
16 Severance Green, Suite 203
Colchester, Vermont 05446

Environment

(Deer Wintering Habitat, RTE & Bat Habitat)
Arrowwood Environmental
950 Bart White Road
Rutland, Vermont 05462

0' 50' 100' 200' 300'
1" = 100'
STANDARD GRAPHIC SCALE (1" = 100')
VALID WHEN PLOTTED ON 24" BY 36" MEDIA

0' 100.00' 218.18' 272.73'
1" = 218.18'
REDUCED GRAPHIC SCALE (1" = 218.18')
VALID WHEN PLOTTED ON 11" BY 17" MEDIA

Proposed Solar Array
&
Battery Powerpack
System

REV NO.	REVISIONS/COMMENTS	DATE

Drawing Title:

45-DAY PLAN

DATE of Issue: 04/11/19

Drawn by: SDG

Checked by: GPD

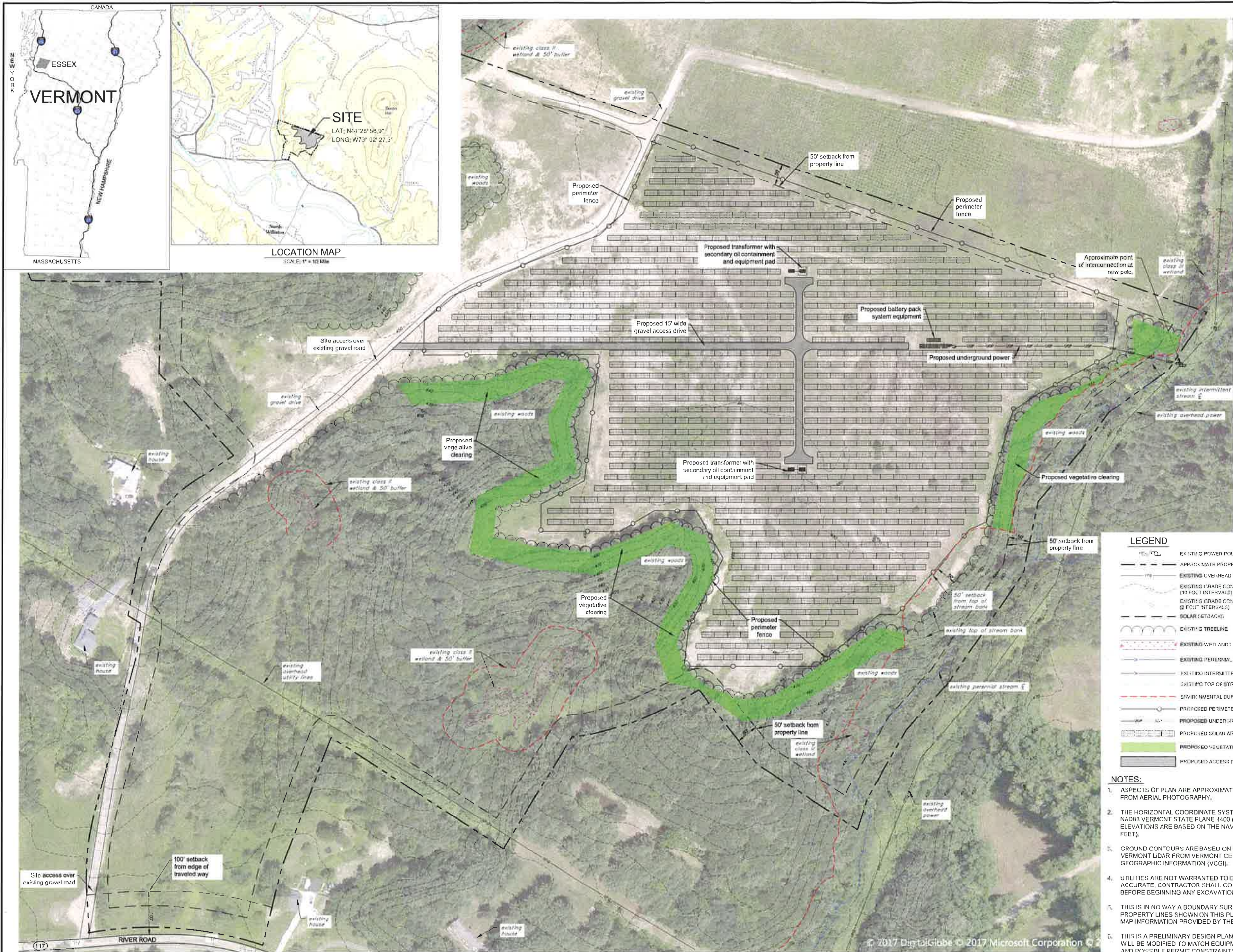
Project No.: 18113

Scale: 1" = 100'

Drawing No.:

Rev No.:

C-100



Project Name GMP-Essex Solar/Storage LLC
Case Number #18-0944-AN
Project Size ±4.45 MW solar project with a 2 MW battery storage facility
Developer/Owner GMP
Location North of the intersection of River Road and Sand Hill Road in Essex, on former sand pit footprint
Date Reviewed 4/24/2018
Comments Due 5/18/2018
Staff Reviewer Emily Nosse-Leirer

	Constraint	Impact?	Notes
State Known	FEMA Floodways	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
	DEC River Corridors	<input type="checkbox"/> None on site <input checked="" type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	Look reasonably far away from solar panels. CCRPC will defer to DEC in reviewing this constraint.
	National Wilderness Areas	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
	State-significant natural communities and rare, threatened and endangered species	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
	Vernal pools (confirmed and unconfirmed)	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
	Class 1 and 2 wetlands (VSWI and advisory layers)	<input type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input checked="" type="checkbox"/> Appears to be impacted by project	It appears that there is a Class II wetland on the property that may be impacted by this project (see map below). However, the applicant's site plan appears to note the wetland in a different location. CCRPC will defer to ANR in reviewing this constraint.
State	Agricultural Soils and Hydric Soils	<input type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input checked="" type="checkbox"/> Appears to be impacted by project	No hydric soils on site. It appears that statewide agricultural soils will be impacted by the project. CCRPC will defer to AAFM in reviewing this constraint.

	Act 250 Agricultural Soil Mitigation Areas	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
	FEMA Special Flood Hazard Areas	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
	Vermont Conservation Design Highest Priority Forest Blocks (Forest Blocks – Connectivity, Forest Blocks – Interior, Forest Blocks - Physical Land Division)	<input type="checkbox"/> None on site <input checked="" type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	CCRPC will defer to Fish and Wildlife in reviewing this constraint
	Highest Priority Wildlife Crossings	<input checked="" type="checkbox"/> None on site <input checked="" type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
	Protected Lands (State fee lands and private conservation lands)	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
	Deer Wintering Areas	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
Essex Known	Slopes Higher than 20%	<input type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input checked="" type="checkbox"/> Appears to be impacted by project	It appears that the project calls for the clearing of land with slopes over 20%. This comment was included in the letter sent to GMP during the 45 day notice period.
Essex Possible	Scenic Resource Protection Overlay District	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
	Resource Protection District	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	

	Slopes 15%-20%	<input type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input checked="" type="checkbox"/> Appears to be impacted by project	It appears that the project calls for the clearing of land with slopes 15-20%. Please see letter for more detail. This comment was included in the letter sent to GMP during the 45 day notice period.
	Core Habitat	<input type="checkbox"/> None on site <input checked="" type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	Spoke with Darren Schibler via email about this project proposal on 4/17/18, Essex has not raised any concerns about this constraint.
	Habitat Blocks	<input type="checkbox"/> None on site <input checked="" type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	Spoke with Darren Schibler via email about this project proposal on 4/17/18, Essex has not raised any concerns about this constraint.

May 3, 2018

Nils Behn, CEO
Aegis Renewable Energy, Inc.
340 Mad River Park, Suite 6
Waitsfield, VT 05673

RE: Advance Notice of Petition for Aegis Renewable Energy/Town of Colchester's Proposed 150 kW Project in Colchester, Vermont (Case #18-0952-AN)

Dear Mr. Behn:

Chittenden County Regional Planning Commission has received the 45-day notice of a Section 248 Petition to be filed with the Vermont Public Utility Commission for a 150 kW solar project off of Mallets Bay Avenue in Colchester, VT. As you may know, CCRPC is currently in the final stages of drafting a new regional plan (*2018 Chittenden County ECOS Plan*), with an anticipated adoption date of June 20, 2018, and an effective date of July 25, 2018. We will be seeking a Determination of Energy Compliance from the Vermont Department of Public Service after the plan is adopted. Given the timing of this application, we have reviewed it based on the policies in the *2018 Chittenden County ECOS Plan*. We hope this letter serves to alert you to the policies that may be in place at the time of you filing your petition.

ECOS Energy Goal

CCRPC finds that this project meets the intent of the Energy Goal (Goal #17) of the *2018 ECOS Plan*: "Move Chittenden County's energy system toward a cleaner, more efficient and renewable system that benefits health, economic development, and the local/global climate by working towards the State's Comprehensive Energy Plan goals."

Strategy 2, Action 4b of the ECOS Plan states "CCRPC supports the generation of new renewable energy in the County to meet the Vermont Comprehensive Energy Plan's goals of using 90% renewable energy by 2050, in a manner that is cost effective and respects the natural environment". Development of this solar facility helps implement this action. The Plan's suitability policies help determine whether projects are cost effective, and the Plan's constraint policies help determine whether projects respect the natural environment.

Suitability Policies

The *2018 ECOS Plan* recommends the location of renewable energy generation facilities in appropriate locations, as defined by the policies in Strategy 2, Action 4b. The project as proposed meets the following suitability policies:

- The project is located in an area with adequate grid capacity.
- The project is outside of any state designated centers or historic districts.

CCRPC finds that the general location of this project meets the suitability policies of the *2018 ECOS Plan*.

Constraints

The *2018 ECOS Plan* states that ground mounted renewable energy generation is constrained in certain areas due to state and local restrictions on development. Strategy 2, Action 4b states: "Site renewable energy generation to avoid state and local known constraints and to minimize impacts to state and local

possible constraints, as defined in Strategy 3, Action 1.f, and Strategy 4, Action 1.f, and Action 2.e. Renewable energy generation sited on existing structures or parking lots complies with this policy.”

CCRPC has reviewed the constraints that exist on the site of the proposed project. It appears that there are no constraints impacted by this project.

These comments are based on information currently available; we may have additional comments as the process continues. We understand that the project may change between the advance notice and the final application. CCRPC will review the project location again after the final application is submitted to confirm our initial findings above.

Please feel free to contact me with any questions.

Sincerely,

Charlie Baker
Executive Director

cc: CCRPC Board
Service List (via upload to ePUC)

Project Name Town of Colchester 150 kW Solar Project
Case Number #18-0952-AN
Project Size 150 kW
Developer/Owner Aegis Renewable Energy
Location 0 Mallets Bay – end of Shipmans Lane near Brigante Farm Stand and Mazza's (Location given at this point is conceptual only)
Date Reviewed 4/25/18
Staff Reviewer Emily Nosse-Leirer

	Constraint	Impact?	Notes
State Known	FEMA Floodways	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
	DEC River Corridors	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
	National Wilderness Areas	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
	State-significant natural communities and rare, threatened and endangered species	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
	Vernal pools (confirmed and unconfirmed)	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
	Class 1 and 2 wetlands (VSWI and advisory layers)	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
State	Agricultural Soils and Hydric Soils	<input type="checkbox"/> None on site <input checked="" type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	ANR Natural Resources Atlas shows hydric soils and statewide primary agricultural soils on the parcel, but the conceptual location of the array indicated in the 45 day notice appears not to impact these soils.

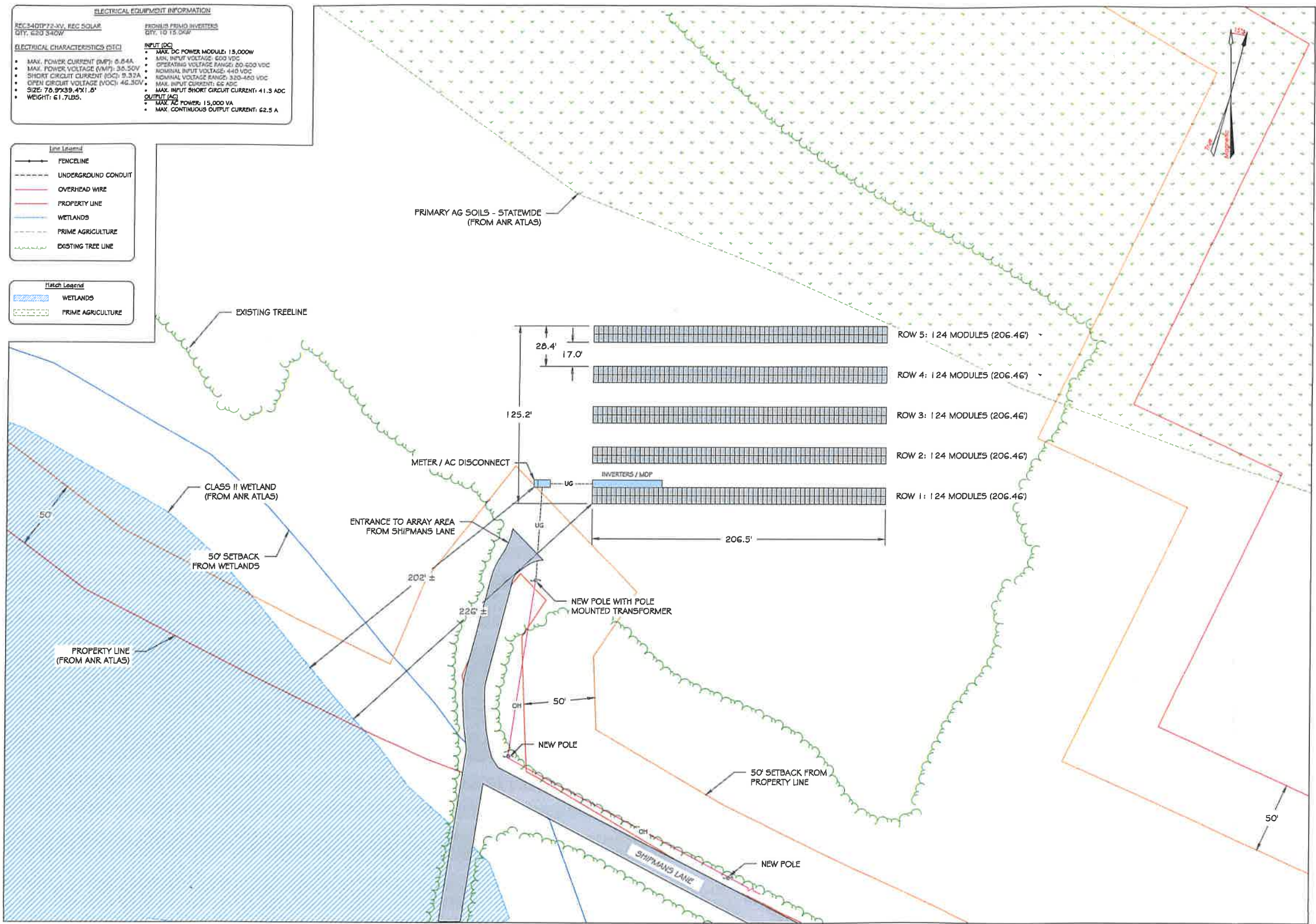
	Act 250 Agricultural Soil Mitigation Areas	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
	FEMA Special Flood Hazard Areas	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
	Vermont Conservation Design Highest Priority Forest Blocks (Forest Blocks – Connectivity, Forest Blocks – Interior, Forest Blocks - Physical Land Division)	<input type="checkbox"/> None on site <input checked="" type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	ANR Biofinder shows Physical Land forest blocks (highest priority surface water and riparian areas) on the parcel, but the conceptual location of the array indicated in the 45 day notice appears not to impact this constraint.
	Highest Priority Wildlife Crossings	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
	Protected Lands (State fee lands and private conservation lands)	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
	Deer Wintering Areas	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
Colchester Known	Slopes 20% or greater	<input type="checkbox"/> None on site <input checked="" type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	ANR Natural Resources Atlas shows slopes over 20% on the parcel, but the conceptual location of the array indicated in the 45 day notice appears not to impact these slopes. Colchester is the owner of this parcel.
	Wetlands and Surface Water Buffers	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	

Colchester Possible	Shoreland Overlay District	<input checked="" type="checkbox"/> None on site <input type="checkbox"/> Present on site but appears not to be impacted by project <input type="checkbox"/> Appears to be impacted by project	
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ELECTRICAL EQUIPMENT INFORMATION	
REC-340T72-3V, REC SOLAR QTY: 620 S40W	FRIGIDUS PRIMO INVERTERS QTY: 10 S40W
ELECTRICAL CHARACTERISTICS (ETC)	INPUT (DC)
<ul style="list-style-type: none"> MAX. POWER CURRENT (MPP): 8.84A MAX. POWER VOLTAGE (VMP): 35.50V SHORT CIRCUIT CURRENT (ISC): 9.37A OPEN CIRCUIT VOLTAGE (VOC): 46.30V SIZE: 70.9X39.4X1.8" WEIGHT: 61.7LBS. 	<ul style="list-style-type: none"> MAX. DC POWER MODULE: 15,000W MIN. INPUT VOLTAGE: 500 VDC OPERATING VOLTAGE RANGE: 50-500 VDC NOMINAL INPUT VOLTAGE: 440 VDC NOMINAL VOLTAGE RANGE: 320-460 VDC MAX. INPUT CURRENT: 65 ADC
	OUTPUT (AC)
	<ul style="list-style-type: none"> MAX. AC POWER: 15,000 VA MAX. CONTINUOUS OUTPUT CURRENT: 62.5 A

Line Legend
FENCELINE
UNDERGROUND CONDUIT
OVERHEAD WIRE
PROPERTY LINE
WETLANDS
PRIME AGRICULTURE
EXISTING TREE LINE

Match Legend
WETLANDS
PRIME AGRICULTURE



SITE PLAN
1" = 30'



aegis
RENEWABLE ENERGY

ATTN: TOM FLYNN - TFLYNN@AEGIS-RE.COM
340 MAD RIVER PARK, SUITE 6
WATSFIELD, VT 05673
802-560-0055
WWW.AEGIS-RE.COM

NO.	DESCRIPTION	DATE	BY
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Attachment B -
Conceptual Site Plan

- USE OF THESE DRAWINGS
1. UNLESS OTHERWISE NOTED, THESE DRAWINGS ARE INTENDED FOR PRELIMINARY PLANNING. COORDINATION WITH OTHER DISCIPLINES OR UTILITIES, AND/OR APPROVAL FROM REGULATORY AUTHORITIES, ARE NOT REQUIRED AS CONSTRUCTION DRAWINGS UNLESS NOTED AS SUCH OR MARKED APPROVED BY A REGULATORY AUTHORITY.
 2. BY USE OF THESE DRAWINGS BY PARTIES OTHER THAN AEGIS RENEWABLE ENERGY FOR CONSTRUCTION OF THE PROJECT, THE USER REPRESENTS THAT THEY HAVE REVIEWED, APPROVED, AND ACCEPTED THE DRAWINGS, OBTAINED ALL NECESSARY PERMITS, AND HAVE MET WITH ALL APPLICABLE REGULATORY REQUIREMENTS, INCLUDING, BUT NOT LIMITED TO, CONTRACT DOCUMENTS, SPECIFICATIONS, OWNER/CONTRACTOR AGREEMENTS, BUILDING AND MECHANICAL PLANS, PRIVATE AND PUBLIC UTILITIES, AND OTHER PERMITTING FORMS FOR CONSTRUCTION.
 3. AEGIS AND THEIR ENGINEER, ARE RESPONSIBLE FOR FINAL DESIGN AND LOCATION OF BUILDINGS SHOWN, INCLUDING AN AREA MEASUREMENT (FIVE (5) FEET AROUND ANY BUILDING AND COORDINATING FINAL UTILITY CONNECTIONS SHOWN ON THESE PLANS.
 4. PRIOR TO USING THESE PLANS FOR CONSTRUCTION LAYOUT, THE USER SHALL CONTACT AEGIS RENEWABLE ENERGY TO ENSURE THE PLAN CONTAINS THE MOST CURRENT REVISIONS.
 5. THESE DRAWINGS ARE SPECIFIC TO THE PROJECT AND ARE NOT TRANSFERABLE. AS INSTRUMENTS OF SERVICE, THESE DRAWINGS, AND COPIES THEREOF, FURNISHED BY AEGIS RENEWABLE ENERGY ARE ITS EXCLUSIVE PROPERTY. CHANGES TO THE DRAWINGS MAY ONLY BE MADE BY AEGIS RENEWABLE ENERGY. IF ERRORS OR OMISSIONS ARE DISCOVERED, THEY SHALL BE BROUGHT TO THE ATTENTION OF AEGIS RENEWABLE ENERGY IMMEDIATELY.
 6. IT IS THE USER'S RESPONSIBILITY TO ENSURE THIS COPY CONTAINS THE MOST CURRENT REVISIONS. IF UNSURE, PLEASE CONTACT AEGIS RENEWABLE ENERGY.

PLAN TYPE - USE

CONCEPTUAL - FOR INITIAL
SIZING-LAYOUT PURPOSES
ONLY

PROJECT TITLE AND DETAILS

COLCHESTER PUMPKIN PATCH
0 MALLETT'S BAY AVE.
COLCHESTER, VT 05446
210.8KW DC
150.0KW AC

SHEET TITLE

SITE PLAN

DATE:	APRIL 10, 2016
SCALE:	1" = 30'
PROJECT NUMBER:	1800CPV01
DRAWN BY:	K.B.
PROJECT ENGINEER:	T.A.P.
FILE LOCATION:	LAYOUT / CON

C2-01.1

Chittenden County Regional Planning Commission

Guidelines and Standards for Confirmation of Municipal Planning Processes ~~and~~ Approval of Municipal Plans and Granting Determinations of Energy Compliance

Adopted September 23, 2002;

Amended January 13, 2003, November 28, 2005, May 22, 2013, ~~and~~ October 19, 2016 & September X,

2018

Introduction

A municipality adopts a plan in order to define the kind of community that it desires to be. The approval of a municipal plan by the Regional Planning Commission supports this vision. In Vermont, a municipality is under no obligation to

- ♦ adopt a plan,
- ♦ have its plan be approved by a Regional Planning Commission, or
- ♦ have its municipal planning process be confirmed by a Regional Planning Commission.

However, a municipality that elects to have its planning process be confirmed obtains these benefits (24 VSA 4350(e)):

- ♦ Eligibility to charge impact fees, to apply for municipal planning grants, and to participate in State Designation Programs;
- ♦ Immunity from review by the Department of Housing and Community Affairs of the municipality's plan for compliance with affordable housing criteria established under 24 VSA §4351; and
- ♦ State agency plans adopted under 3 VSA Chapter 67 must be compatible with the municipality's approved plan.

A municipality may write an enhanced energy plan to make progress towards Vermont's energy goals. A municipality is under no obligation to adopt an enhanced energy plan, as defined by 24 VSA §4352. However, a municipality that receives a Determination of Energy Compliance ~~is~~ gains benefits, as described in 30 VSA §248 (b)(1)(C).

"With respect to an in-state electric generation facility, the Commission shall give substantial deference to the land conservation measures and specific policies contained in a duly adopted regional and municipal plan that has received an affirmative determination of energy compliance under 24 V.S.A. § 4352. In this subdivision (C), "substantial deference" means that a land conservation measure or specific policy shall be applied in accordance with its terms unless there is a clear and convincing demonstration that other factors affecting the general good of the State outweigh the application of the measure or policy. The term shall not include consideration of whether the determination of energy compliance should or should not have been affirmative under 24 V.S.A. § 4352."

Role of the Regional Planning Commission

Vermont law [24 VSA §4350(a)] requires each Regional Planning Commission to review the planning process of each of its member municipalities at least twice during an eight-year period (or more frequently at the request of a municipality). This "Guidelines" document identifies the procedures and standards that the Chittenden County Regional Planning Commission (CCRPC) will use for approving the plans and confirming the planning processes of CCRPC's member municipalities.

Section 4350(a) establishes that CCRPC must confirm a municipal planning process that meets all of the following criteria:

- 1) The municipality is engaged in a continuing planning process that, within a reasonable time, will result in a plan that is consistent with the goals of Chapter 117 [see 24 VSA 4302];

- 2) The municipality is engaged in a process to implement its municipal plan, consistent with the program for implementation required under 24 VSA §4382; and
- 3) The municipality is maintaining its efforts to provide local funds for municipal and regional planning.

Section 4350(b) additionally requires that a municipality must have its plan be approved by the Regional Planning Commission in order to obtain or retain confirmation of its planning process. CCRPC shall approve a municipal plan if CCRPC finds that the plan meets all of these criteria:

- 1) The municipal plan is consistent with the goals established in 24 VSA §4302 [CCRPC may consider if a municipality has a valid explanation for why its plan does not advance a State goal];
- 2) The municipal plan is compatible with CCRPC's current *Regional Plan*;
- 3) The municipal plan is compatible with the approved plans of other municipalities in the region; and
- 4) The municipal plan contains all the elements required by state law in [24 VSA §4382\(a\)](#). At the time of the adoption of these guidelines, there are 12 required elements. However, the number of required elements may change based on future legislation.

24 VSA §4352 (b)-(c) states that a municipality that wishes to seek a Determination of Energy Compliance submits its plan to the Regional Planning Commission, if the regional plan has an affirmative determination of energy compliance. CCRPC's regional energy plan received this determination on August X, 2018. CCRPC shall issue an affirmative Determination of Energy Compliance if the plan:

- 1) is consistent with the regional plan,
- 2) includes an energy element,
- 3) is consistent with Vermont's energy goals and policies:
 - a. greenhouse gas reduction goals, 25 by 25 goal for renewable energy and Vermont's building efficiency goals,
 - b. State energy policy,
 - c. the distributed renewable generation and energy transformation categories of resources to meet the requirements of the Renewable Energy Standard, and
- 4) meets the standards for issuing a determination of energy compliance included in the State energy plans, as described by the Vermont Department of Public Service in their Energy Planning Standards for Municipal Plans.

The Department of Public Service standards described in Part 4 have been written to ensure that [compliance with those](#) standards demonstrates that a municipal plan has met requirements 1-3 above.

Definitions

For the purposes of administering this policy, the following terms shall have the following meanings:

Adopted Plan: A municipal plan that

- 1) has been legally adopted by the local legislative body or voters, having followed the procedures of 24 VSA 4385,
- 2) includes the required elements set out in 24 VSA §4382, and
- 3) is consistent with the goals set out in 24 VSA §4302.

Amended Plan: A municipal plan that has been previously adopted and approved may be amended to change a limited portion of the plan. CCRPC has reviewed the plan to ensure that -the section(s) continue to meet the required elements and goals related to the amended section(s), and consistency with the Regional Plan. An amended plan does not [necessarily](#) incorporate changes made to planning requirements since its adoption and approval, and the expiration date of the plan does not change based on the amendment.

Approved Plan: An adopted plan that has been approved by CCRPC because CCRPC has found that the plan meets all of the requirements of 24 VSA §4350 (b) [the four criteria listed at the end of the preceding section of these "Guidelines"].

CCRPC: Chittenden County Regional Planning Commission.

Compatible with: A plan is compatible with a second plan when the first plan

- 1) will not significantly reduce the desired effect of the implementation of the second plan or
- 2) includes a statement that identifies
 - a) the ways that the first plan will significantly reduce the desired effect of the second plan,
 - b) an explanation of why any incompatible portion of the first plan is essential to the desired effect of the plan as a whole,
 - c) an explanation of why there is no reasonable alternative way to achieve the desired effect of the plan, and
 - d) an explanation of how the first plan has been structured to mitigate its detrimental effects on the implementation of the second plan.

Consistent with: A plan is consistent with the goals of 24 VSA §4302 if

- 1) the plan is making substantial progress toward attainment of those goals, or
- 2) the planning body determines that a particular goal is not relevant or attainable (subject to review), in which case the planning body shall identify the goal in the plan and describe the situation, explain why the goal is not relevant or attainable, and indicate what measures should be taken to mitigate any adverse effects of not making substantial progress toward that goal.

Confirmed

Planning Process: A municipal planning process that has been confirmed by CCRPC because CCRPC has found that the planning process meets the requirements of 24 VSA §4350 (a).

Municipality: A town, city, incorporated village, or unorganized town or gore. An incorporated village shall be deemed to be within the jurisdiction of a town, except to the extent that a village adopts its own plan and one or more bylaws either before, concurrently with, or subsequent to such action by the town.

Program: A schedule of sequenced actions that identifies information such as who is to undertake each action, anticipated costs, possible financing, and expected or desired outcomes.

Readoption: In accordance with 24 VSA §4385 and §4387 an expired plan or plan that is about to expire may be readopted. A readopted plan is one that is brought into full compliance with statute.

Guidelines for Evaluating the Municipal Plans

Appendix A includes the goals as specified in 24 VSA §4302 with which the municipal plans must be consistent, and the elements as specified in 24 VSA §4382(a) which must be contained within the municipal plans. There are many ways to satisfy each goal and element and a municipality should tailor the approaches it uses to local considerations. CCRPC encourages each municipality to confer with CCRPC staff early in the planning process to review how the municipality proposes to meet the goals and elements as well as to request assistance from CCRPC in developing its plan.

Confirmation of a Municipal Planning Process & Approving Readoption of a Municipal Plan

Materials to Submit:

A municipality requesting CCRPC to confirm its municipal planning process and to approve the municipal plan needs to provide the following materials to CCRPC:

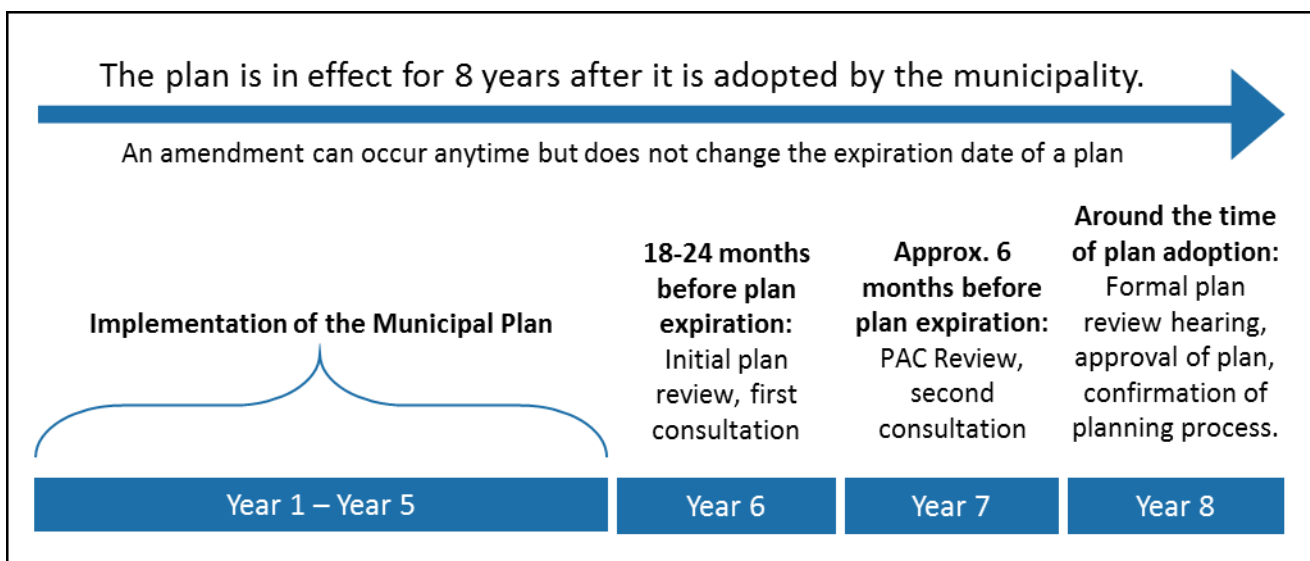
- ◆ A letter signed by the appropriate municipal authority requesting CCRPC to consider confirmation of its planning process and approval of its plan (a sample letter is available from CCRPC staff);
 - ◆ A summary of the municipality's funding over the prior five years dedicated to municipal and regional planning purposes;
 - ◆ A concise summary, in the format provided in Appendix A (CCRPC will make Appendix A available electronically), referencing the locations of statements within the municipal plan relating to how the plan:
 - ◇ Is consistent with the goals of 24 VSA §4302,
 - ◇ Is compatible with the most recent version of the Chittenden County Regional Plan,
 - ◇ Is compatible with the approved plans of adjacent municipalities (including those outside of Chittenden County),
 - ◇ Contains the required elements of 24 VSA §4382(a); and
 - ◆ Documentation of the municipality's process to implement the adopted plan, as described in 24 VSA §4350(c). Documentation can take two forms:
 - ◇ If the previously adopted plan includes an implementation table or spreadsheet, add a column indicating what progress has been made on actions from the previous plan (for example, "completed in 2017," "ongoing," or "no progress.").
 - ◇ If the previously adopted plan does not include an implementation table or spreadsheet, fill out the Municipal Plan Implementation Assessment provided in Appendix B (CCRPC will make Appendix B available electronically).
 - ◇ Examples of implementation tables will be provided by CCRPC upon request.
- ◆ One pdf version of the plan (including maps) submitted for approval.

A municipality requesting a Determination of Energy Compliance -must submit

- ◆ A summary of how the plan meets the Energy Planning Standards for Municipal Plans. A checklist containing the standards can be downloaded from the Department of Public Service Website:
<http://publicservice.vermont.gov/content/act-174-recommendations-and-determination-standards>

CCRPC Review Process for Confirming a Municipality's Planning Process & Approving a Municipal Plan

The general process is as follows:



1. Initial Staff Review – Staff will initiate informal plan reviews approximately 18-24 months prior to the expiration of each municipal plan. Staff will share these reviews with Municipal Staff, Municipal Planning Commissions and the PAC. This review shall also function as one of the two required consultations within an 8-year period (§4350(a)), and will include a review of progress made on the existing plan's implementation program. When initial reviews are completed, CCRPC staff will provide the reviews to the CCRPC Board representatives and alternates from the municipality being reviewed, as well as its adjoining municipalities. This will ensure that municipalities are aware that their neighbors are beginning a plan update and provide an opportunity for neighboring municipalities to become involved early in the process if they wish to. -

The municipality may also request staff and/or PAC review of their draft Plan at any point in the Plan development process prior to the formal review described below. This allows the municipality to gain detailed feedback and suggestions from staff and the PAC while there is still time to incorporate it.

CCRPC receives 30-day Planning Commission public hearing notice for Town Plan amendments. If not concurrent with the municipal request for approval as described in Step 2 below, CCRPC staff will review the draft plan and provide an informal Staff recommendation to both the Planning Advisory Committee (PAC) and the municipal Planning Commission in time for their public hearing. The CCRPC Board will be cc'd on the informal Staff recommendation.

2. Planning Advisory Committee Review of Draft Plan – In accordance with 24 VSA §4385(c) the municipal request for approval from the RPC may be before or after adoption of the plan by the municipality, at the option of the municipality. However, CCRPC would prefer if the formal request is made 120 days before the current municipal plan expires to aid with CCRPC review scheduling. Upon receipt of the formal review request, Staff will review the plan.

Staff will schedule the formal plan review for the next available PAC meeting (and hold the required public hearing at this meeting if there is adequate time to warn the hearing). The CCRPC Commissioner and Alternate Commissioner from the municipality and Commissioners/Alternate Commissioners from the municipality's neighboring municipalities will be invited to participate in this formal PAC Review.

The PAC will provide its written recommendation to CCRPC and the municipality. If the PAC recommends that the plan not be approved because of deficiencies, the municipality may address that recommendation at the full CCRPC Board or agree to rectify the deficiencies and resubmit its plan for PAC review. The PAC review will serve as the second of the two consultations required every eight years by 24 VSA §4350(a).

3. CCRPC Review and Action CCRPC will hold a public hearing (if not held under Step 2) and consider the recommendation of the PAC at a regularly scheduled meeting. Scheduling of this meeting will occur in consultation with the municipality. The municipality may attend the CCRPC meeting and voice its positions related to the PAC's recommendation.
 - a. The CCRPC may approve or not approve the municipal plan. CCRPC must approve or disapprove a municipal plan or amendment within two months of CCRPC's receipt of the plan following a final hearing held by the municipality to adopt the municipal plan pursuant to 24 VSA 4385.
 - b. Pursuant to 24 VSA 4350 (f) CCRPC's decisions to confirm a municipal planning process and to approve a municipal plan must be made by a majority vote of the Commissioners representing municipalities in accordance with CCRPC's bylaws.

If CCRPC disapproves a plan or plan amendment, it must state its reasons in writing and, if appropriate, suggest modifications that would be acceptable to CCRPC. If the municipality requests approval of a resubmitted plan with

modifications, CCRPC must give its approval or disapproval within 45 days. ~~The municipality may appeal the decision in accordance with 24 VSA 4476.~~

The CCRPC forwards a copy of its resolution of approval to the Department of Economic, Housing and Community Development and the municipal clerk.

Expiration - The CCRPC's approval of the plan will remain in effect until the plan expires, which will occur eight years after the plan is adopted by the municipality.

CCRPC Review Process for Granting an Affirmative Determination of Energy Compliance

- 1) Once a readopted or amended municipal plan with an enhanced energy element has been adopted, a municipality shall request CCRPC to issue a Determination of Energy Compliance. The municipality shall submit a summary of how the plan meets the Energy Planning Standards for Municipal Plans in the form of the Department of Public Service's checklist, which can be downloaded from the Department of Public Service Website: <http://publicservice.vermont.gov/content/act-174-recommendations-and-determination-standards>
- 2) Staff will review the plan against the Energy Planning Standards for Municipal Plans and make a recommendation to the PAC.
 - a. If a municipality is seeking a Determination of Energy Compliance at the same time as it is seeking CCRPC approval of the plan and confirmation of the planning process, compliance with the Energy Planning Standards will be reviewed during the PAC review as described in Step 2, and the public hearing will be held following the public hearing on the full plan. If the energy element of the plan meets the requirements of 24 VSA §4348a(a)(3) but does not meet the more stringent Energy Planning Standards, the PAC may recommend approval and confirmation of the plan, but not recommend granting an affirmative Determination of Energy Compliance.
 - b. A municipality may seek a Determination of Energy Compliance based on plan amendments without readopting its plan. If a previously approved plan with a confirmed planning process has been amended to meet the Energy Planning Standards but has not otherwise been changed to meet any revisions to planning statute, the PAC will review the energy section(s) of the plan. The CCRPC may grant an affirmative Determination of Energy Compliance to the amended plan without re-approving the plan or confirming the planning process. This will grant the municipality the benefits of having an enhanced energy plan, but will not change the expiration date of the plan.
- 2)3) CCRPC will hold a public hearing (if not held during PAC review) and consider the recommendation of the PAC at a regularly scheduled meeting. Scheduling of this meeting will occur in consultation with the municipality. The municipality may attend the CCRPC meeting and voice its positions related to the PAC's recommendation. If the municipality is seeking confirmation and approval of the plan at the same time, CCRPC will review both issues during the same meeting.
- a. Per 24 VSA §4352, the CCRPC may grant an affirmative determination of energy compliance. CCRPC must grant or not grant an affirmative determination of energy compliance within two months of CCRPC's

receipt of the adopted plan pursuant to 24 VSA 4385. Pursuant to 24 VSA 4350 (f), CCRPC's decisions to grant an affirmative Determination of Energy Compliance must be made by a majority vote of the Commissioners representing municipalities in accordance with CCRPC's bylaws.

If CCRPC does not grant an affirmative determination of energy compliance, it must state its reasons in writing and, if appropriate, suggest modifications that would be acceptable to CCRPC. If the municipality requests approval of a resubmitted plan with modifications, CCRPC must give its approval or disapproval within 45 days.

The CCRPC forwards a copy of its resolution of approval to the Department of Public Service and the Municipal Clerk.

Expiration - The CCRPC's determination of energy compliance will remain in effect until the plan expires, which will occur eight years after the plan is adopted by the municipality.

Amending an Un-Expired Plan

With the clarification in Act 90 that an amendment to a plan does not affect or extend the plan's expiration date (24 VSA §4385(d)), CCRPC has a simplified review process for plan amendments. Upon request, CCRPC will review plan amendments to ensure that the amendment would not alter or risk the municipality's standing plan approval and confirmation status. —

Materials to Submit

A municipality requesting CCRPC to review an amendment to a municipal plan needs to provide the following materials to CCRPC:

- ◆ A letter from the municipality requesting CCRPC to review its plan amendment and briefly describing the amendment and the reason for amending (a sample letter is available from CCRPC staff);
- ◆ An electronic copy of the amended section/chapter in its entirety with the changes clearly indicated. It is not necessary to send a copy of the full plan.

CCRPC Review Process for Reviewing an Amended Municipal Plan

1. The municipality will contact CCRPC staff to inform staff of the intent to amend an unexpired plan that has been previously approved and for which the planning process has been confirmed.
2. Upon receipt of the amendment review request, Staff will review the amended section(s) of the plan to determine whether the section(s) continue to meet the required elements and goals related to the amended section(s), and consistency with the Regional Plan.
 - a. If staff determines that the proposed amendments do not need to be formally reviewed by the PAC and the CCRPC, following staff review, staff will provide a letter stating that the plan amendment does not impact the municipality's standing plan approval and planning process confirmation, or not. If not, Staff will provide recommendations to address the issues of concern. Staff will distribute the proposed amendments and the letter to the PAC for information.
 - b. If staff are concerned that the amendments may impact the municipality's standing plan approval and planning process confirmation, or have any other concerns, Staff will ask the PAC to review the amendment.
 - c. If the municipality would prefer formal CCRPC approval of the plan amendment, CCRPC will conduct a formal review upon request and follow the full process for readoption of a plan described above.
3. The CCRPC will forward a copy of this letter to the Department of Economic, Housing and Community Development, the PAC, and the municipal clerk.

REGULAR MEETING & PUBLIC HEARINGS AGENDA

Wednesday, May 16, 2018, 6:00 pm

CCRPC Offices at 110 W. Canal Street, Suite 202

Winooski, VT 05404



DRAFT

CONSENT AGENDA: Minor TIP Amendments*

DELIBERATIVE AGENDA

1. Call to Order; Changes to the Agenda
2. Public Comment Period on Items NOT on the Agenda
3. Action on Consent Agenda (MPO Business) (Action: 1 min)
4. Approve Minutes of April 18, 2018 Meeting * (Action; 2 min)
5. University of Vermont Presentation (Information; 25 min)
6. ECOS Plan Update Public Hearing #2
7. FY19 Draft UPWP & Budget Public Hearing and vote* (Action: 15 min)
8. Approve Amendment to MS4 Agreement (Action: 5 min)
9. Guidelines and Standards for Reviewing Act 250 and Section 248 Applications Review
10. Guidelines and Standards for Confirmation of Municipal Planning Processes and Approval of Municipal Plans Review
11. Guidelines and Standards for Confirmation of Municipal Planning Processes and Approval of Municipal Plans Review
12. Board Development Committee – report on FY19 Officers nominations (information: 2 min.)
13. Chair/Executive Director's Updates (Information; 15 min)
 - a. Regional Dispatch
 - b. Clean Water
 - c. Legislative Updates
14. Committee/Liaison Activities & Reports (Information; 2 min)
 - a. Transportation Advisory Committee (draft minutes May 1, 2018)*
 - b. Clean Water Advisory Committee (draft minutes May 1, 2018)*
 - c. MS4 Subcommittee of CWAC (draft minutes May 1, 2018) *
 - d. Brownfields Committee (Draft minutes May 2, 2018)*
 - e. Executive Committee (draft minutes May 2, 2018)*
 - i. Act 250/Sec 248 letters
 - f. Planning Advisory Committee (draft Minutes May 9k 2018)*
15. Member's Items
16. Adjournment

*Attachment

The May 16th Chittenden County RPC meeting will air on _____ at 8:00 p.m. and repeat on _____ at 1 a.m. and 7 a.m. It will also be available online at: _____

*In accordance with provisions of the Americans with Disabilities Act (ADA) of 1990, the CCRPC will ensure public meeting sites are accessible to all people. Requests for free interpretive or translation services, assistive devices, or other requested accommodations, should be made to Emma Vaughn, CCRPC Title VI Coordinator, at 802-846-4490 ext. *21 or evaughn@ccrpcvt.org, no later than 3 business days prior to the meeting for which services are requested.*

Upcoming Meetings - Unless otherwise noted, all meetings are held at our offices:

- Transportation Advisory Committee – Tuesday, June 5, 2018; 9:00 a.m.
- Clean Water Advisory Committee – Tuesday, June 5, 2018; 11:00 a.m.
- MS4 Subcommittee – Tuesday, June 5, 2018; 12:30 p.m.
- Executive Committee - Wednesday, June 6, 2018; 5:45 p.m.
- Planning Advisory Committee – Wednesday, May 9, 2018; 2:30 p.m.
- CCRPC Annual Meeting - Wednesday, June 20, 2018; 6:00 p.m. #ECHO

Tentative future Board agenda items:

June 20, 2018 – Joint Annual Meeting with GBIC @ ECHO	Election of Officers ECOS Plan Update adoption Warn FY19-22 TIP Public Hearing for July
July 18, 2018	FY19-22 TIP Public Hearing and Adoption Guidelines and Standards for Reviewing Act 250 and Section 248 Applications Action Guidelines and Standards for Confirmation of Municipal Planning Processes and Approval of Municipal Plans Action
NO AUGUST MEETING	
September 19, 2018	greenride bikeshare update