

1 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
2 REGULAR MEETING & PUBLIC HEARINGS
3 MINUTES
4

5 DATE: Wednesday, May 16, 2018

6 TIME: 6:00 p.m.

7 PLACE: CCRPC Offices, 110 W. Canal Street, Suite 202; Winooski, VT 05404

8 PRESENT: Bolton: Sharon Murray Buel's Gore: David Scherr, Alt.

9 Burlington: Andy Montroll Charlotte: Absent

10 Colchester: Jacki Murphy, Alt. Essex: Jeff Carr

11 Essex Jct.: Dan Kerin Hinesburg: Andrea Morgante

12 Huntington: Barbara Elliott Jericho: Catherine McMains

13 Milton: Absent Richmond: Bard Hill

14 St. George: Absent Shelburne: John Zicconi

15 So. Burlington: Chris Shaw Underhill: Brian Bigelow

16 Westford: Vacant/Absent Williston: Absent

17 Winooski: Mike O'Brien VTrans: Amy Bell

18 Bus/Industry: Absent Socio/Econ/Housing: Justin Dextrateur

19 Cons/Env.: Don Meals

20 Others: Joe Speidel, UVM

Richard Galbraith, UVM

21 Tom Gustafson, UVM

Mike Bissonette, Hinesburg Alternate

22 Scott Moody, CCTV cameraman

23 STAFF: Charlie Baker, Executive Director

Dan Albrecht, Senior Planner

24 Eleni Churchill, Trans. Program Mgr.

Forest Cohen, Senior Business Mgr.

25 Bryan Davis, Sr. Trans. Planner

Peter Keating, Sr. Trans. Planner

26 Regina Mahony, Planning Prog. Mgr.

Melanie Needle, Senior Planner

27 Emily Nosse-Leirer, Planner

Bernie Ferenc, Trans. Business Mgr.

28
29 1. Call to Order; changes to the Agenda. The meeting was called to order at 6:00 p.m. by the Vice-Chair,
30 Mike O'Brien. There were no changes to the agenda.

31
32 2. Public Comment Period on Items NOT on the agenda. There were none.

33
34 3. Action on Consent Agenda. There were no consent agenda items.

35
36 4. Approve Minutes of April 18, 2018 Meeting. JEFF CARR MADE A MOTION, SECONDED BY CATHERINE
37 MCMAINS, TO APPROVE THE MINUTES OF APRIL 18, 2018 WITH CORRECTIONS. Jeff noted a
38 correction on page 3, line 7 under item 6. Housing Data update. Change..."housing demand" to
39 "housing unit shortage." MOTION CARRIED TO APPROVE THE MINUTES WITH THAT CORRECTION,
40 WITH ABSTENTIONS FROM DON MEALS, JACKI MURPHY AND DAVID SCHERR.

41
42 5. University of Vermont Presentation. Charlie introduced Joe Speidel, Director Local Government and
43 Community Relations at UVM. Mr. Speidel introduced Richard Galbraith, M.D., PhD. who is the Vice
44 President for Research; and Tom Gustafson, who is Vice-President for University Relations and
45 Administration. Mr. Speidel distributed fact sheets about UVM's student population and UVM's
46 annual economic impact in Vermont. They are a high-cost and high student aid institution. Student
47 debt is less than the national average. UVM is a net importer of students and many of them stay.
48 UVM has a two-year housing requirement and they found that it helps with retention.

1 Dr. Galbraith said his real title is Vice President of Research, Scholarship and Related Arts. He then
2 noted that UVM is making an effort to teach students how to start businesses, etc. UVM's original
3 charter two hundred years ago talks about having an impact on the community and back then it was
4 how we feed ourselves and it concentrated on agriculture. They try to get funding and then take that
5 to see whether it's helping others in the community. They are working with businesses to see what
6 they need from the students to work for them. He showed the list of UVM startup companies.
7 Vermont was #5 in startups in the nation, but last in the number who grew and scaled up. He
8 showed charts showing startups for UVM, Chittenden County and State of Vermont. He noted we
9 have a lot going on, but are not really in touch with what is going on around us. He noted what
10 they're trying to deal with. Scientists are rarely good CEOs.

11
12 Tom Gustafson noted that they're talking about ways to deal with the Trinity College Campus
13 because it hasn't worked for first year students since it's away from the main campus. However that
14 area is zoned differently than the rest of the university and they are working with the City of
15 Burlington to change the zoning. They also hope to start the new multi-purpose facility soon as
16 student population (10,500) has outgrown the other facilities that were built when the census was
17 3,500 students. When asked the outlook for the future, Mr. Gustafson said it is guarded. UVM is
18 trying to expand into larger metro areas because New England population is decreasing. They still
19 accept every qualified Vermont student, but need to have out-of-state students to keep the cost for
20 in-state students down. Lengthy discussion continued with members asking questions. He noted that
21 it's important to keep a good reputation to make ourselves distinguishable since there are 4,500
22 colleges in the U.S. Andrea Morgante said we value all of the UVM facilities located throughout the
23 county; and, suggested better communication with local communities for research projects that
24 might be happening in those communities – not just major projects but perhaps a class research
25 effort in a municipality.

26
27 Joe Speidel will send Charlie his presentation and ways to contact them. Charlie noted that since our
28 members are the municipalities, we'd be happy to facilitate communication with our communities
29 and UVM. Charlie also talked about various transportation projects that we'd like input on from
30 UVM. Members thanked Mr. Speidel, Dr. Galbraith and Mr. Gustafson for coming.

31
32 6. ECOS Plan Update Public Hearing #2. JEFF CARR MADE A MOTION TO OPEN THE PUBLIC HEARING AT
33 6:50 P.M. JOHN ZICCONI SECONDED AND THE MOTION CARRIED UNANIMOUSLY. Regina Mahony
34 said that since we published the 2nd draft of the plan, we have not received any comments, so we feel
35 we are good to go and will take action at the June Annual Meeting. Jeff Carr wondered if we need to
36 keep the public hearing open until we take action. Regina feels we have had plenty of public input
37 over the past several months so that is not necessary. JEFF CARR MADE A MOTION, SECONDED BY
38 JOHN ZICCONI, TO CLOSE THE PUBLIC HEARING AT 6:52 P.M. MOTION CARRIED UNANIMOUSLY.

39
40 7. FY19 Unified Planning Work Program (UPWP) and Budget Public Hearing. SHARON MURRAY MADE A
41 MOTION, SECONDED BY JOHN ZICCONI, TO OPEN THE PUBLIC HEARING AT 6:53 P.M. MOTION
42 CARRIED UNANIMOUSLY. Charlie reviewed the UPWP development process. He noted that we have
43 a couple of minor adjustments to the draft. Staff hour adjustments since Lee is on a leave of absence
44 as Shelburne's Interim Town Manager; addition of the 2018 Brownfields Grant; and a change from
45 \$10,000 to \$26,000 from Winooski for the Municipal Plan Support project. When asked whether we
46 could have done more outreach to get more project requests, Charlie said in talking to municipal
47 folks there weren't as many things they wanted to be done and they were trying to be more realistic
48 about what they could get through the pipeline. He thinks everyone's plates are full, especially

1 dealing with the water quality issues. Lengthy discussion ensued. Mike O'Brien noted that
2 municipalities are much more aware these days that they can come to CCRPC for help. JEFF CARR
3 MADE A MOTION, SECONDED BY JOHN ZICCONI TO CLOSE THE PUBLIC HEARING AT 7:05 P.M. BUT
4 KEEP THE PUBLIC COMMENT PERIOD OPEN UNTIL CLOSE OF BUSINESS ON MAY 21, 2018. MOTION
5 CARRIED UNANIMOUSLY.

6
7 JEFF CARR MADE A MOTION, SECONDED BY JOHN ZICCONI, TO APPROVE THE FY19 UPWP & BUDGET
8 WITH THE ADJUSTMENTS NOTED EARLIER, ON THE CONDITION THAT NO COMMENTS ARE RECEIVED
9 BY THE CLOSE OF THE PUBLIC COMMENT PERIOD ON MAY 21ST. IF COMMENTS ARE RECEIVED THEY
10 CAN BE ADDRESSED BY THE EXECUTIVE COMMITTEE AT THEIR JUNE 6TH MEETING UNLESS EXECUTIVE
11 COMMITTEE MEMBERS FEEL COMMENTS NEED TO BE ADDRESSED BY THE FULL BOARD. MOTION
12 CARRIED UNANIMOUSLY.

13
14 8. Approve Amendments to MS4 Agreement. Charlie noted that this agreement was approved last year
15 after we amended our bylaws to allow CCRPC to contract with municipalities for intermunicipal
16 services. However, we recently noticed that the executed agreement is in conflict with 24 V.S.A. §
17 4345b(f)(2) because it precludes the CCRPC from charging for our full costs. That section of statute
18 specifically notes: "A commission shall not use municipal funds or grants provided for regional
19 planning services under this chapter to cover the costs of providing services under any service
20 agreement under this section." Because the original agreement precluded the charging of indirect
21 costs, CCRPC has been subsidizing this intermunicipal service agreement with other funds. We need
22 to amend that paragraph as noted: **Invoices** – The CCRPC shall invoice the Program to cover
23 personnel charges, mileage reimbursement, and other direct expenses necessary to perform its
24 duties. Personnel charges for CCRPC staff shall be calculated at a rate of salary plus fringe **plus**
25 **CCRPC's applicable indirect rate as required by 24 V.S.A. § 4345b.** ~~The CCRPC shall not charge the~~
26 ~~Program an Indirect Rate.~~ All of the MS4 parties to the agreement have signed off on the
27 amendment, so now we need board approval. JEFF CARR MADE A MOTION, SECONDED BY DON
28 MEALS, TO APPROVE THE AMENDMENT TO THE MS4 AGREEMENT AND AUTHORIZE THE CHAIR TO
29 SIGN IT. MOTION CARRIED UNANIMOUSLY.
30

31 9. Guidelines & Standards for Review Act 250 & Section 248 Applications Review. Regina noted the
32 adoption of the 2018 ECOS Plan will necessitate changes in our review guidelines for Act 250 and Section
33 248 applications. These changes will provide guidance for CCRPC to review applications in light of adding
34 "known constraints" and "possible constraints" to the ECOS Plan.

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

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

48

1 Under Section 248, applicants must distribute an “advance notice” at least 45 days before an application
2 is submitted. CCRPC must submit any comments on the advance notice within 40 days of receiving
3 it. Commenting gives CCRPC a chance to raise potential issues before the application is submitted to
4 the Public Utilities Commission. These guidelines include comments received from the Executive
5 committee and the PAC. Emily reviewed the proposed changes and members made suggestions for
6 changes and spelling and grammatical corrections. CCRPC will be asked to take action at the July
7 board meeting after the ECOS plan is adopted. The PAC will review this again at their June meeting.
8 A revised document will be provided in the July meeting packet.
9

10 10. Board Development Committee – report on FY19 Officer nominations. Andy Montroll, chair of the
11 Board Development Committee, along with Jeff Carr and Catherine McMains met to come up with a
12 slate of officers. Their recommendation includes:

13 Chris Roy, Chair
14 Mike O’Brien, Vice- Chair
15 John Zicconi, Secretary-Treasurer
16 Catherine McMains, At large for towns over 5,000
17 Barbara Elliott, At Large for towns under 5,000
18 Andy Montroll, Immediate Past Chair

19 Election of officers will take place at the June Annual Meeting and nominations will be accepted
20 from the floor at that time.
21

22 11. Chair/Executive Director’s Update.

- 23 a. 2018 Brownfields Grant. Charlie thanked Dan Albrecht and Emily Nosse-Leirer for their work in
24 procuring this new Brownfields grant.
25 b. Regional Dispatch. The new Chittenden County Public Safety Authority held its second meeting
26 this morning. They are preparing an RFP to hire a dispatch/PSAP service development support
27 and operations management company to help develop recommendations to the local
28 governments before they spend any human resources or dollars. There is a lot of work that has
29 to happen before regional dispatch becomes a reality.
30 c. Clean Water/legislative update. Charlie noted that our legislative priority was long-term funding
31 for the clean water efforts. That didn’t happen. Things are lining up to be dealt with in 2019 and
32 EPA gave a one-year extension to figure this out. The Governor is still adamant about no new
33 property taxes. The legislature did approve a bill for the inclusion that electronic notification
34 about things to other municipalities or regions is now okay. New Act 250 recommendations will
35 also happen in 2019. There will be a series of public meetings to get input about Act 250 process
36 and state agency permits related to Act 250.
37

38 12. Committee/Liaison Activities and Reports. Minutes from various committees were included in the
39 meeting packet and questions should be directed to staff.
40

41 13. Members Items: There were none.
42

43 14. Adjournment. DON MEALS MADE A MOTION, SECONDED BY AMY BELL, TO ADJOURN THE
44 MEETING AT 7:45 P.M. MOTION CARRIED UNANIMOUSLY.
45

46 Respectfully submitted,
47

48 Bernadette Ferenc