

1 CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION  
2 EXECUTIVE COMMITTEE MEETING MINUTES  
3 DRAFT  
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5 DATE: Wednesday, January 2, 2019  
6 TIME: 5:45 p.m.  
7 PLACE: CCRPC offices, 110 W. Canal Street, Suite 202; Winooski, VT 05404  
8 PRESENT: Chris Roy, Chair Mike O'Brien, Vice Chair  
9 John Zicconi, Secretary-Treasurer Andy Montroll, Immediate Past Chair  
10 Staff: Charlie Baker, Executive Director Regina Mahony, Planning Program Manager  
11 Eleni Churchill, Trans. Program Manager  
12 Forest Cohen, Senior Business Mgr. Bernadette Ferenc, Trans. Business Manager  
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14 The meeting was called to order at 5:45 p.m. by the chair, Chris Roy.  
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- 16 1. Changes to the Agenda, Members' Items. There were no changes to the agenda.  
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18 2. Approval of December 5, 2018 Executive Committee Minutes. JOHN ZICCONI MADE A MOTION,  
19 SECONDED BY MIKE O'BRIEN, TO APPROVE THE MINUTES OF DECEMBER 5, 2018 AS WRITTEN. MOTION  
20 CARRIED UNANIMOUSLY.  
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22 3. Act 250 & Sec. 248 Applications. Chris Roy recused himself from discussion/action on all three  
23 applications, so Mike O'Brien took over as chair for this item.  
24 a. Act 250 Hearing for Lakeview LLC, Burlington; #4C1303-1. Regina noted that this is for a project  
25 on North Avenue at the top of Depot Street and they are proposing addition of balconies to the  
26 southwestern facade to a previously approved residential building; as well as substitution of  
27 corrugated metal for permitted cedar shingle cladding on stair towers of the northwestern  
28 façade, and we don't have any comments. JOHN ZICCONI MADE A MOTION, SECONDED BY  
29 ANDY MONTROLL, TO APPROVE THE LETTER TO ACT 250 COORDINATOR. MOTION CARRIED  
30 UNANIMOUSLY.  
31 b. Final CPG Application for VESI VEC LLC; Hinesburg; #18-3088-PET. This project is off of Pond  
32 Lake Road in Hinesburg for a 1.8MW battery storage facility. It is adjacent to an existing VELCO  
33 substation. The constraints identified in the 45 day notice letter are not an issue; and therefore  
34 this is in conformance with the ECOS Plan. JOHN ZICCONI MADE A MOTION, SECONDED BY  
35 ANDY MONTROLL, TO APPROVE THE LETTER TO DOWNS RACHLIN MARTIN REGARDING THIS  
36 PROJECT. MOTION CARRIED UNANIMOUSLY.  
37 c. Act 250 Application for Costco; Colchester; #4C0288-19F. Regina noted that we have been  
38 discussed this project many times before. Now Costco is requesting an amendment to condition  
39 #29 of the Land Use permit in order to operate the Costco gas pumps during off-peak traffic  
40 hours (M-F 6 am-2 pm; 6pm-10pm; Sat 6am-10am; 2 pm-10pm & Sun 6am-10pm), prior to the  
41 construction of the Diverging Diamond Intersection improvement project. Regina noted that we  
42 generally coordinate comments with VTrans. However, VTrans will be reviewing this tomorrow  
43 morning. Since the hearing isn't until January 10<sup>th</sup>, we have time to respond. It should be noted  
44 that the gas pumps have already been installed under a prior Town approval and the Town has  
45 no comments on this amendment at this time. Members questioned the "off peak" hours in the  
46 a.m. Eleni noted that these off-peak hours were selected based on LOS/delays for the entire  
47 Mountain View intersection (not specific approaches) and the I-89 ramps. Overall traffic  
48 volumes and delays are higher during the p.m. peak hours. ANDY MONTROLL MADE A MOTION,

1           SECONDED BY JOHN ZICCONI, TO APPROVE THE LETTER AS DRAFTED. HOWEVER, IF VTRANS  
2           REVIEW CHANGES ANYTHING, THE EXECUTIVE COMMITTEE WANTS TO REVIEW THE LETTER  
3           BEFORE IT IS SENT. MOTION CARRIED UNANIMOUSLY.

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5   4. FY19 Mid-Year Adjustment to UPWP and Budget. Charlie reviewed the UPWP document to show  
6   tasks that will be deleted, added and changes to deliverables or dollars. Members then reviewed the  
7   income/expense sheet. MIKE O'BRIEN MADE A MOTION, SECONDED BY ANDY MONTROLL, TO  
8   RECOMMEND THE BOARD APPROVE THE PROPOSED FY19 MID-YEAR ADJUSTMENT. MOTION CARRIED  
9   UNANIMOUSLY.

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11   5. Proposed banking change. Charlie noted that we are considering a change in our bank to align more  
12   with our ECOS Plan and get more local. He is the chair of the board of the Opportunities Credit Union,  
13   which is a low-income credit union in Burlington and Winooski. They operate under special federal  
14   banking regulations and cater to low-income residents. Charlie indicated that he got on the Board of  
15   Opportunities Credit Union as a means to help address ECOS Strategy 8 – ensuring equity in the  
16   community. He is suggesting that perhaps CCRPC would move our funds to this local institution and  
17   support their mission as long as there is no negative financial implication. There may be the potential to  
18   earn more interest income. After input from Exec. Comm., Forest and Charlie will be getting more  
19   information from the Credit Union and should be able to make a recommendation by the next Executive  
20   Committee Meeting.

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22   6. Legislative Breakfast Debrief. Charlie asked members for feedback on last month's legislative  
23   breakfast. Members generally felt it went well and that folks appeared interested all the way through.  
24   They felt having municipal staff talk about some of the items was helpful. Members discussed whether  
25   this should be an annual or biannual event. Most members felt an annual event was useful to remind  
26   legislators of the range of issues CCRPC deals with.

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28   7. Chair/Executive Director's Report.

- 29       a. Staffing update. Charlie noted that since our last meeting, Lee Krohn has officially accepted the  
30       Shelburne Town Manager position and will not be returning. For the next six months Christine  
31       Forde will be helping out with emergency management program to see if she likes it. Our new  
32       Business Office Associate, Amy Irvin Witham, will be starting on January 7<sup>th</sup>.  
33       b. ECOS Annual Report Update. Charlie noted that we and our partners are working on the annual  
34       report and we should have something for the February meeting.  
35       c. I-89 Study. We have worked with VTrans, Burlington and South Burlington on a consultant  
36       selection committee for the I-89 2050 study and they unanimously agreed to hire VHB and its  
37       team for that study. We are asking TAC approval next week.  
38       d. Legislative issues this year. Charlie noted he met with ANR Secretary Julie Moore who is looking  
39       at proposing legislation for Water Quality Utilities that towns would have to join. The idea is to  
40       focus more on non-regulatory projects to achieve our clean water goals. There are quite a few  
41       issues with this concept that Charlie communicated to the Secretary. Another big item that we'll  
42       watch in this year's session is the recommendations from the Act 250 Commission. Regina sent  
43       out an email earlier today to CCRPC's ad hoc committee to begin reviewing the  
44       recommendations.

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46   8. Review Agenda for January 16, 2019 CCRPC Board Meeting. Members reviewed and made changes  
47   to the proposed agenda.

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2 9. Other Business. Chris Roy suggested we begin looking at dates and venues for our Annual Meeting in  
3 June. It was suggested that it be CCRPC's annual meeting rather than a joint meeting with GBIC.  
4 Members agreed.

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6 11. Adjournment. ANDY MONTROLL MADE A MOTION, SECONDED BY JOHN ZICDONI, TO ADJOURN THE  
7 MEETING AT 6:35 P.M. MOTION CARRIED UNANIMOUSLY.

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9 Respectfully submitted,

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11 Bernadette Ferenc

DRAFT