

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

5 DATE: Wednesday, June 5, 2019
6 TIME: 5:45 p.m.
7 PLACE: CCRPC Offices, 110 W. Canal Street, Suite 202; Winooski, VT 05404
8 PRESENT: Mike O'Brien, Vice-Chair
9 Barbara Elliott, At Large <5,000 Catherine McMains, At-Large>5,000
10 Andy Montroll, Immediate Past Chair John Zicconi, Secretary-Treasurer
11 ABSENT: Chris Roy (Chair)
12 STAFF: Charlie Baker, Executive Director Regina Mahony, Planning Program Mgr.
13 Forest Cohen, Senior Business Mgr. Amy Irvin Witham, Business Office Assoc.
14 Bernadette Ferenc, Trans Business Mgr.
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16 The meeting was called to order at 5:50 p.m. by the Vice-Chair, Mike O'Brien.
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18 1. Changes to the Agenda, Members' Items. There were no changes.
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20 2. Approval of May 1, 2019 Joint Executive & Finance Committee Minutes. JOHN ZICCONI MADE A
21 MOTION, SECONDED BY CATHERINE MCMAINS TO APPROVE THE MINUTES OF MAY 1, 2019. MOTION
22 CARRIED UNANIMOUSLY.
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24 3. Act 250 & Sec. 248 Applications:

25 a. SunCommon 150kW Solar Canopy; Colchester; #19-1324-NMP* Regina stated that we reviewed
26 this before for the advanced notice, and now CCRPC received a petition for a Certification of Public
27 Good for a 150kW solar canopy at 163 Acorn Lane in Colchester, VT. This is a canopy over a parking
28 lot, and the ECOS Plan strongly supports this project on an already impacted site. Staff finds that the
29 project complies with the siting constraint policies in the ECOS plan. JOHN ZICCONI MADE A MOTION,
30 SECONDED BY ANDY MONTROLL, TO APPROVE THE LETTER TO SUNCOMMON. MOTION CARRIED
31 UNANIMOUSLY.
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33 b. Aegis 3943 Roosevelt Hwy 500kW Solar, Colchester, Case #19-1448-AN. Regina stated CCRPC
34 received a 45-day notice of a Section 248 petition for a 500kW net metered solar array located 1100
35 ft west of 3943 Roosevelt Highway in Colchester VT. Staff finds that this project meets the suitability
36 policies of the ECOS Plan, and requests no further information. JOHN ZICCONI MADE A MOTION,
37 SECONDED BY CATHERINE MCMAINS, TO APPROVE THE LETTER TO AEGIS RENEWABLE ENERGY.
38 MOTION CARRIED UNANIMOUSLY.
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40 c. & d. Encore Shelburne Museum 150kW Solar; Shelburne #19-1493-AN and Encore Shelburne
41 Museum 500kW Solar; Shelburne #19-1494-AN. These agenda items were discussed together. Regina
42 stated CCRPC received a 45-day notice of a Section 248 petitions for 150kW and 500kW solar projects
43 at Shelburne Museum at 6000 Shelburne Road in Shelburne, Vt. Regina noted the letters have an
44 amendment regarding possible local restraint, however, the town is not planning to comment during
45 the 45-day notice period, therefore the CCRPC is not requesting further information. John Zicconi
46 asked if the project location is within the historic village district. Discussion among members ensued.
47 Regina referred to the map, and determined the location is not within the boundaries of the village

1 district. ANDY MONTROLL MADE A MOTION, SECONDED BY JOHN ZICCONI TO APPROVE THE LETTER
2 TO ENCORE RENEWABLE ENERGY REGARDING THE 150KW PROJECT. CARRIED UNANIMOUSLY.

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4 ANDY MONTROLL MADE A MOTION, SECONDED BY JOHN ZICCONI TO APPROVE THE LETTER TO
5 ENCORE RENEWABLE ENERGY REGARDING THE 500KW PROJECT. CARRIED UNANIMOUSLY

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7 e. Encore Jericho Gravel Pit 1.5MW Solar; Jericho; #19-1527-AN Regina stated CCRPC received a 45-
8 day notice of a Section 248 petition for a 1.5MW solar array located off Ethan Allen Road in Jericho,
9 Vt. Regina indicated that CCRPC has reviewed this location before for a smaller solar array project;
10 now this is for a much larger project. If this is approved the existing petition will be cancelled. The
11 project site location was previously a gravel pit, and the ECOS Plan strongly supports this project on a
12 previously developed site. Staff is not requesting any further information on the siting policies. JOHN
13 ZICCONI MADE A MOTION, SECONDED BY BARBARA ELLIOT, TO APPROVE THE LETTER TO ENCORE
14 RENEWABLE ENERGY. MOTION CARRIED UNANIMOUSLY.

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16 f. Aegis Sunny Hollow, 150kW Solar Colchester, Case #19-1449-AN. Regina stated CCRPC received a
17 45-day notice of a Section 248 petition for a 150kW net metered solar project located at Sunny
18 Hollow Natural Area in Colchester VT. The project is still under review by Colchester, and the site
19 appears to have constraints on it (state-significant natural communities, highest priority forest block
20 and primary agricultural soils). CCRPC will defer to the Vt. ANR and Agency of Agriculture in
21 determining the impact of the project on these constraints. This letter will serve to notify the
22 applicant of these constraints if they are not aware of them already. JOHN ZICCONI MADE A MOTION,
23 SECONDED BY BARBARA ELLIOT, TO APPROVE THE LETTER TO AEGIS RENEWABLE ENERGY. MOTION
24 CARRIED UNANIMOUSLY.

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26 4. FY20 Calendar of Meeting dates. Charlie asked members to review the proposed FY20 Schedule of
27 meetings for both the Executive Committee as well as the Commission meetings for July 2019 through
28 June 2020. Discussion between members ensued. It was determined the July Executive Committee
29 meeting would be held at 5pm, immediately preceding the July 17 Board Meeting. Catherine McMains
30 posed a question about the Finance Committee meeting date and time for May of 2020. Members
31 agreed it is best to schedule a Joint Finance and Executive Committee meeting on May 6, 2020.
32 BARBARA ELLIOTT MADE A MOTION, SECONDED BY CATHERINE MCMAINS, TO RECOMMEND THE
33 MEETING SCHEDULE AS AMENDED, TO THE BOARD. MOTION CARRIED UNANIMOUSLY.

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35 5. Review the FY20-23 TIP. Charlie provided a handout, assembled by Christine Forde, that details the
36 current TIP, current proposals and what changes have occurred. Charlie explained the intent was to
37 provide an overview and details will be available in July. Members reviewed and discussed the
38 document.

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40 6. Chair/Executive Director Report

41 No updates from the Chair. Charlie stated S96 has not made it all the way to the Governor yet,
42 however, it probably will soon. S96 will be a process over the next 2-3 years. There are many small
43 legislative changes including autonomous vehicle testing and an update on commuter rail in the
44 Transportation Bill. Charlie noted ACT 250 remains on hold until the beginning of 2020. John Zicconi
45 asked if Joe Segale would be rescheduled to present on AV's. Charlie stated we will invite him to
46 present at the July Board Meeting. Charlie asked for further input on the purchase of new conference
47 room tables after board approval of the budget last month. Discussion ensued. All members agreed
48 with moving ahead to purchase new conference room tables as a capital expense.

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7. CCRPC June 19, 2019 Annual Meeting Agenda review.

Charlie noted the Annual Meeting is scheduled for June 19, 2019 in Jericho; the current schedule is to hold a social hour at 5:30pm, dinner at 6:30pm and program at 6:45pm. Members discussed the proposed schedule and decided to set 6pm as the time of the business portion of the meeting. The meeting will need board approvals for minutes, warn a public hearing for the TIP, and officer and executive committee appointments. John Zicconi apologized; he will not be in attendance that evening due to a scheduled business engagement in Island Pond.

8. Other Business There were no other business.

9. Executive Session. ANDY MONTROLL MADE A MOTION AT 6:27PM, SECONDED BY BARBARA ELLIOTT TO ENTER INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS. MOTION CARRIED UNANIMOUSLY. ANDY MONTROLL MADE A MOTION AT 6:51PM, SECONDED BY BARBARA ELLIOTT TO EXIT EXECUTIVE SESSION. MOTION CARRIED UNANIMOUSLY. BARBARA ELLIOTT MADE A MOTION, SECONDED BY CATHERINE MCMAINS THAT THE EXECUTIVE COMMITTEE RECOGNIZE EMPLOYEE ACHIEVEMENT AND AUTHORIZES THE EXECUTIVE DIRECTOR TO SPEND UP TO 100% OF THE FY20 SALARY BUDGET AS DETERMINED BY THE EXECUTIVE DIRECTOR FOR STAFF, AND AS DETERMINED BY THE EXECUTIVE COMMITTEE, FOR THE EXECUTIVE DIRECTOR. MOTION CARRIED UNANIMOUSLY.

11. Adjournment. ANDY MONTROL MADE A MOTION, SECONDED BY BARBARA ELLIOTT, TO ADJOURN THE EXECUTIVE COMMITTEE MEETING AT 6:51PM. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Amy Irvin Witham

