

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

5 DATE: Wednesday, December 4, 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, Chair Catherine McMains, Vice Chair
9 Chris Roy, Immediate Past Chair Barbara Elliott, At Large <5000 (via phone)
10 Chris Shaw, At Large >5000
11 ABSENT: John Zicconi, Secretary-Treasurer
12 STAFF: Charlie Baker, Executive Director Eleni Churchill, Transportation Program Mgr.
13 Forest Cohen, Senior Business Mgr. Regina Mahony, Planning Program Mgr.
14 Amy Irvin Witham, Business Office Associate
15

16 The meeting was called to order at 5:46 p.m. by the Chair, Mike O'Brien.
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18 1. Changes to the Agenda, Members' Items. Charlie requested to hold an executive session.

19 2. Approval of October 2, 2019 Executive Committee Minutes.

20 CATHERINE MCMAINS MADE A MOTION, SECONDED BY CHRIS ROY, TO APPROVE THE MINUTES WITH
21 EDITS. MOTION CARRIED UNANIMOUSLY. The following edit was requested:

- 22 • page 2, line 43 add the word "to" in the sentence - "Mike O'Brien asked Catherine McMains to
23 preside over the meeting".
24

25 3. ACT 250 & SEC 248 Applications. There were none.
26

27 4. Legislative Breakfast presentation review.

28 Charlie asked members for their opinions on his presentation for the upcoming Legislative Breakfast. He
29 wants to provide a clear message on the importance of investing in Chittenden County. He reviewed
30 two handouts, a copy of last year's PowerPoint presentation and a Data Sheet with some edits.
31

32 The copy of the PowerPoint presentation included 14 slides with information on the following topics:

- 33 • **Legislative Breakfast Agenda and Program**
- 34 • **Implementing Our ECOS Plan**
- 35 • **Invest in Chittenden County**
 - 36 ○ **Smart Growth**
 - 37 ○ **Act 250 & Permit System Change**
 - 38 ○ **Regional and Municipal Planning**
 - 39 ○ **Water Quality Funding**
 - 40 ○ **Transportation Investments**
- 41 • **I-89 2050 Study**
- 42 • **Transportation Climate Initiative**
- 43 • **Workforce**
- 44 • **Mental Health and Substance Use Disorder**
- 45 • **CCRPC Resources**
- 46 • **CCRPC Current Work**

1 Members discussed the importance of Chittenden County and its role in supporting the rest of the state.
2 Opportunities for employment are higher and employment growth is a key factor. Over the past decade
3 over 7000 jobs have been gained, whereas other parts of the state have remained static, and in some
4 cases, jobs have declined, for example, Rutland lost 2700 jobs over the past 10 years. Mike asked if the
5 unemployment rate for Chittenden County could be added to the presentation. Members discussed the
6 importance of highlighting the fact many people are traveling into Chittenden County for work and
7 services.
8

9 Affordable housing is of major concern; people move outside of Chittenden county and then must make
10 their back way in for work and services. Members agreed, the cost of housing must be addressed. It is
11 very important to highlight the lack of affordable housing in Chittenden County and the relationship this
12 has with several key issues, including transportation, climate initiatives and an aging population. Chris
13 Roy asked if morning and evening traffic patterns could be highlighted.
14

15 Charlie requested input on the best way to organize the presentation and asked for feedback on the
16 Data Sheet. Members discussed adding the Annual Report and ECOS Score Card as handouts. Given the
17 time limit for the presentation, members agreed the best strategy is to move through the entire
18 presentation, then leave 20-30 minutes open to revisit topics and field questions at the very end.
19

20 5. Chair/Executive Director Report:

21 a. Clean Water Service update

22 Charlie explained he and Dan Albrecht have been participating in an advisory committee to
23 develop an RFP, rules, and guidance for clean water service providers. The DEC has requested
24 proposals for parties interested in becoming a Clean Water Service provider. Because there are
25 so many unknown factors about the process, interested organizations need assurances they will
26 not be susceptible to liabilities. Charlie feels the CCRPC should submit a proposal, as we could
27 potentially be a good fit to help with the MS4-oriented basin. We may consider establishing a
28 separate non-profit entity to manage this. This will be a topic of discussion over the next few
29 months as proposals will be due in March or April.
30

31 b. Planner recruitment

32 Charlie reminded everyone Emily Nosse-Leirer has taken a position with Senator Leahy's office
33 in DC. We are fortunate to have a great pool of people applying for the open position, currently
34 we have twenty or more solid candidates. Interviews will begin this week with hopes to have the
35 position filled by January.
36

37 c. Amtrak storage update Charlie stated he wants to provide an update on the Amtrak storage
38 study and then move into Executive Session for further discussion. He and Eleni recently
39 attended a meeting with the Transportation, Energy, and Utilities Committee meeting of the
40 Burlington City Council to participate in the discussion of potential Amtrak storage sites. VTrans
41 has identified an additional site for consideration. Charlie handed out a memo from CCRPC to
42 the Vermont Rail Advisory Council. The memo was in response to various comments regarding
43 CCRPC's work in the Amtrak Train Servicing and Storage Facility Assessment, conducted in
44 collaboration with the City of Burlington and VTrans. The memo was intended to explain and
45 provide more accurate description of the assessment provided by CCRPC. [The memo can be
46 viewed [here](#).]
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48 6. Other Business. There was no other business.

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Chris Roy excused himself from the meeting at 7:01pm.

7. Executive Session. CHRIS SHAW MADE A MOTION, SECONDED BY CATHERINE MCMAINS, TO MOVE INTO AN EXECUTIVE COMMITTEE SESSION BEGINNING AT 7:03PM. MOTION CARRIED UNANIMOUSLY.

CHRIS SHAW MADE A MOTION, SECONDED BY CATHERINE MCMAINS, TO EXIT EXECUTIVE COMMITTEE SESSION AT 7:18PM. MOTION CARRIED UNANIMOUSLY.

10. Adjournment. CHRIS SHAW MADE A MOTION, SECONDED BY BARBARA ELLIOTT, TO ADJOURN THE MEETING AT 7:18PM. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Amy Irvin Witham

