

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
REGULAR MEETING MINUTES
DRAFT

DATE: Wednesday, July 15, 2020
TIME: 6:00 PM
PLACE: REMOTE ATTENDANCE VIA GO-TO-MEETING VIDEO
PRESENT: Bolton: Sharon Murray Buel's Gore: Garret Mott
Burlington: Andy Montroll Charlotte: Jim Donovan
Colchester: Jacki Murphy Essex: Jeff Carr
Essex: Elaine Haney, Alt. Essex Junction: Dan Kerin
Hinesburg: Michael Bissonette Huntington: Barbara Elliott (6:15PM)
Jericho: Catherine McMains Jericho: Wayne Howe Alt.
Milton: Absent Richmond: Bard Hill
St. George: Absent Shelburne: Absent
So. Burlington: Chris Shaw Underhill: Absent
Westford: Absent Williston: Absent
Winooski: Michael O'Brien Cons/Env.: Don Meals
VTrans: Amy Bell Bus/Ind: Absent
GMT : Absent Agriculture: Absent
Socio/Econ/Housing: Absent
Others: Matthew Langham, VTrans Meghan O'Rourke, CCTV
Karen Bates, Watershed Coordinator, DEC Matt Jarvis
Greg Goyette
Staff: Charlie Baker, Executive Director Regina Mahony, Planning Prgm Mgr.
Eleni Churchill, Trans. Prgm Mgr. Christine Forde, Senior Planner
Dan Albrecht, Senior Planner Taylor Newton, Senior Planner
Amy Irvin Witham, Business Office Mgr.

1. Call to order; Roll Call Attendance; Changes to the Agenda. The meeting was called to order at 6:02 PM by the Chair, Michael O'Brien. There were no changes.
2. Public Comment Period on Items NOT on the Agenda. There were none.
3. Action on Consent Agenda (MPO Business). There were none.
4. Approve Minutes of June 17, 2020 Board Meeting. JEFF CARR MADE A MOTION SECONDED BY SHARON MURRAY TO APPROVE THE JUNE 17, 2020 BOARD MEETING MINUTES. Garret Mott questioned his authority to second a motion on the TIP [minutes pg.2 line 18]. Jeff Carr stated, Garret does have authority because he is a Board member. Based on this he can make a motion and/or second a motion regardless of having a vote. Members discussed. [E.D. note – After reviewing the video, Andy Montroll actually seconded this motion in the June meeting. The minutes have been updated to reflect this correction.] MOTION CARRIED UNANIMOUSLY.
5. FY21-24 Transportation Improvement Program (TIP).
 - a. Presentation & Public Hearing. JEFF CARR MADE A MOTION, SECONDED BY DAN KERIN, TO OPEN THE PUBLIC HEARING AT 6:08 PM. MOTION CARRIED UNANIMOUSLY. There were no

1 public comments. DAN KERIN MADE A MOTION, SECONDED BY CATHERINE MCMAINS, TO CLOSE
 2 THE PUBLIC HEARING at 6:10 PM. MOTION CARRIED UNANIMOUSLY.

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 4 b. Approval of the TIP. JEFF CARR MOVED TO APPROVE THE TIP AS PRESENTED; DAN KERIN
 5 SECONDED. MOTION CARRIED WITH 17 OF 24 VOTES AND 10 OF 18 MUNICIPALITIES VOTING IN
 6 THE AFFIRMATIVE.

7

8 Bolton:	Yes	Burlington:	Yes (4)	Charlotte:	Yes
9 Colchester:	Yes (2)	Essex:	Yes	Essex Jct:	Yes
10 Hinesburg:	Yes	Huntington:	Absent (6:15pm)	Jericho:	Yes
11 Milton:	Absent	Richmond:	Yes	St. George:	Absent
12 Shelburne:	Absent	So. Burlington:	Yes (2)	Underhill:	Absent
13 Westford:	Absent	Williston:	Absent	Winooski:	Yes
14 VTrans:	Yes				

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 16 c. Certification of the Planning Process. Christine provided a memo in the meeting packet
 17 describing the federal requirements CCRPC must follow and a description of what each of those
 18 regulations cover. JEFF CARR MADE A MOTION, SECONDED BY JIM DONOVAN TO AUTHORIZE
 19 MIKE O'BRIEN, THE CHAIR, TO SIGN THE CERTIFICATION OF THE PLANNING PROCESS. MOTION
 20 CARRIED UNANIMOUSLY.

21
 22 6. Draft Basin 5 Tactical Basin Plan: Northern Lake Champlain Direct

23 Dan Albrecht introduced Karen Bates, the Watershed Coordinator for the State of Vermont,
 24 Department of Environmental Conservation. Dan commended Karen on the comprehensive analysis
 25 contained in the Draft Northern Lake Champlain Direct Drainages Tactical Basin Plan and thanked
 26 her for all her efforts and collaboration. Karen then provided members with a presentation of the
 27 StoryMap she prepared, Northern Lake Champlain Direct Drainages – Protecting and Restoring its
 28 Lakes, Ponds, Rivers, and Wetlands. Karen explained the StoryMap is an interactive resource with
 29 multiple layers of material on the Northern Lake Champlain Direct Drainages and includes detailed
 30 information on the following:

- 31 • Vermont’s Basin Planning Process
- 32 • Phosphorus Reduction/Basin 5 and the Lake Champlain Phosphorus Total Maximum Daily
- 33 Load (TMDL)
- 34 • Tracking and Accounting Basin Accomplishments

35
 36 The link to Karen’s StoryMap can be found here:

37 <https://storymaps.arcgis.com/stories/b3be1eeaad634d878f1cb5c692938f58>.

38
 39 She encouraged members to explore the site and reminded everyone they will be taking public
 40 comments on the plan through August 7, 2020. Garret Mott stated the presentation was very
 41 impressive and he is thankful for the efforts. Member discussion ensued. Dan and Mike asked if
 42 there were any public comments. Mike Jarvis, a resident of St. Albans Bay, asked how much of the
 43 current water quality situation is attributed to phosphorus. Karen explained over time there are
 44 many factors at play, and what we are trying to do, in a very short time scale, is improve water
 45 quality. Phosphorus is coming into the water at a faster rate than it should. Don Meals agreed and
 46 added the goals vary for different segments of the lake, based on what scientists feel the specific
 47 area can achieve. Matt thanked everyone for the information.

1 Dan thanked Karen again for her work and the presentation. He then referred members to the
2 Tactical Basin Plan Conformance letter. He explained this is an updated version of the letter that
3 was previously reviewed by the Clean Water Advisory Committee, the Executive Committee, and the
4 Board. The updates address comments and editing suggestions made back in May. Jim Donovan
5 stated he appreciated the edits that were made.
6

7 GARRET MOTT MADE A MOTION, SECONDED BY JIM DONOVAN TO APPROVE THE TACTICAL BASIN
8 PLAN CONFORMANCE LETTER AS PRESENTED. MOTION CARRIED UNANIMOUSLY.
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10 7. Committee member review/volunteers

11 A memo listing current appointments and vacancies was included with the packet. Mike said there
12 are still a couple of openings, one on the Board Development Committee, one on the Transportation
13 Advisory Committee - Interest Group, Disabled, and that VAPDA needed an alternate. He reminded
14 members there is always room for more volunteers to join a committee. Jim Donovan stated he is
15 willing to fill the VAPDA Alternate position. Mike thanked him. Bard Hill asked if positions are open
16 to the public. Charlie said yes, they are open to the public. Bard asked to have more information
17 sent to him regarding the scope of work and the frequency of meetings for the committees with
18 openings. Charlie said he would forward the information. Mike reminded members to contact him
19 or Charlie if they know anyone who is interested in volunteering for a committee. Charlie said we
20 will finalize the appointments at the September Board meeting.
21

22 8. Potential Policy Participation Topics

23 Charlie referred members to the Potential Policy Participation Topics memo. He reminded members
24 last year we decided to keep a running list of relevant policy issues to possibly be engaged with. We
25 may still have items that come up on an ad hoc basis, but hopefully this process will effectively
26 identify the major issues. We are committed to updating the list every six months with the Board.
27 Charlie referred members to the table listing the various topics with staff recommendations on the
28 level of involvement the CCRPC should take and asked members for feedback.
29

30 Garret had a question on topic 2, Automated Vehicle Testing. He requested an edit to the title and
31 suggested changing it to Autonomous Vehicle Testing instead. Members agreed. Don Meals said he
32 likes the list of topics and requested that we incorporate some into future Board Meetings as
33 presentations and discussion items. He also expressed appreciation for the variety in topics. Garret
34 Mott Asked about topic 6, Rail Service Study and said he would like to see this made a priority. Jim
35 Donovan asked why topic 9, Climate Change-Global Warming Solutions was not listed as an item for
36 active participation. Charlie explained this is a specific bill that was at a high policy level in the
37 legislature without a lot of specific for us to engage with. Regina said there will likely be a lot of
38 follow up, but currently we are just monitoring. Jim said he is also happy to see topic 10, Proposed
39 Changes to PUC Rule 5.100, and asked that we stay closely involved on this and making renewable
40 energy more affordable on the local level. Charlie noted that the next topic, Racial Justice, should
41 probably be added to this list.
42

43 9. Racial Justice Discussion

44 Mike stated the topic of racial and social justice was discussed at the July 1, 2020 Executive
45 Committee Meeting. He explained the conversation began when he asked members if there was a
46 role for the RPC in racial justice. Members felt the CCRPC does indeed have a role in racial justice.
47 Charlie said there are many conversations taking place in our communities. He said the City of
48 Burlington and other regional partners are holding a press conference Thursday, July 16 that

1 identifies racism as a public health emergency. Charlie stated the topic ties back to our ECOS Plan,
2 Strategy 8. He explained there is certainly more work to be done and we are committed to help
3 facilitate change. When we are doing planning work, we need to ensure we assess the impacts the
4 work will have on minorities and low income residents. Charlie feels the CCRPC is a part of the
5 effort to address this issue and he is looking for feedback from members on how best to engage in
6 this work. Mike said he has been thinking a lot about this and feels there are various platforms
7 within our communities. Mike said the question is what role the RPC can play, not just one
8 municipality, rather as a group effort. Andy stated he is not sure what our role is exactly, but he
9 feels strongly this is an area we need to focus on. Members agreed and discussion ensued. Don
10 Meals stated we can and should educate ourselves. Elaine Haney suggested we help educate our
11 Select Boards. She feels there is a great importance to add equity into planning. We should ensure
12 each Town Plan has an equity chapter, and to ensure this is being monitored. Charlie said he will
13 arrange to have someone come in to present to the Board. Bard suggested Xusana Davis, the
14 Executive Director of Racial Equity for the State of Vermont, as he felt she could be a great resource
15 for us. Catherine felt the fall training for board members could be a good place to incorporate racial
16 equity training. Members agreed. Charlie stated we can add this to our public participation plan and
17 over the course of the fiscal year we will continue to address the issue. Mike thanked everyone for
18 their input and asked members to send any ideas they may have on the subject to Charlie.

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20 10. Chair/Executive Director Report

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22 a. CCRPC Budget and Operations

23 Charlie stated FY20 has been solid and he is hopeful we will be in the black at the fiscal year-
24 end. We still have not heard of any significant budget impacts or changes to our FY21 budget,
25 however, the State of Vermont budget will not be finalized until August or September, so this
26 could change. Charlie explained our office is partially open, however, most staff are still working
27 from home. The few staff who are going in each week are following the safety protocols we
28 developed using the guidance and recommendations from State of Vermont and CDC officials.

29
30 11. Committee/Liaison Activities & Reports Minutes for various meeting were included in the packet
31 (Executive Committee, TAC, PAC, Brownfields, and CWAC).

32
33 12. Future Agenda Topics. Charlie stated Joe Flynn, Secretary of Transportation, will be invited to one of
34 our fall board meetings. He asked members if they would like to have a partner-oriented meeting.
35 Andy felt if our meetings continue to be held virtually, it might make sense to hold off on a gathering
36 with partners until we can have in person meetings. Members agreed. Mike said he would like to
37 continue with discussions on racial and social justice. Members agreed.

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39 13. Members' Items, Other business. There were none.

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41 14. Adjournment. GARRET MOTT MADE A MOTION, SECONDED BY DAN KERIN TO ADJOURN THE
42 MEETING AT 7:28 PM.

43
44 Respectfully submitted,
45 Amy Irvin Witham