Agenda
Executive Committee
Wednesday, August 5, 2020 – 5:45 p.m.

Remote Access Meeting Only

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  a. Use the “chat” feature or raise your hand if on video, or ask the Chair to request to speak.
  b. To ensure everyone is heard, only one person should speak at a time.
  c. When recognized by the Chair, introduce yourself each time.
  d. Speak up so everyone in person and on the phone can hear clearly.
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1. Call to Order, Attendance
2. Changes to the Agenda, Members’ Items            (Action)
3. Approval of July 1, 2020 Executive Committee Minutes*       (Action)
4. Act 250 & Section 248 Applications
   a. None
5. Financial Update – FY20 (Jul 2019- June 2020) (to be reviewed if available)            (Discussion)
6. Racial Inequity Next Steps                         (Discussion)
7. Chair/Executive Director Report               (Discussion)
   a. Clean Water Service Provider update
   b. Community Rail Feasibility Grant application update
8. Other Business                                  (Discussion)
9. Executive Session (if needed)                 (Action)
10. Adjournment                                    (Action)

*Attachments

NEXT MEETING – Executive Committee – Wed. September 2, 2020; 5:45 p.m.

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CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
JOINT EXECUTIVE COMMITTEE MEETING MINUTES
DRAFT

DATE: Wednesday July 1, 2020
TIME: 5:45 PM
PLACE: REMOTE ATTENDANCE VIA GOTOMEETING

PRESENT: Mike O’Brien, Chair  Catherine McMains, Vice Chair
John Zicconi, Treasurer  Bard Hill, At Large <5000 (5:48 PM)
Andy Montroll, Immediate Past Chair  Chris Shaw, At Large >5000 (5:50 PM)

ABSENT: Charlie Baker, Executive Director

Forest Cohen, Senior Business Mgr.  Amy Irvin Witham, Business Office Mgr.

1. Call to Order, Attendance. The meeting was called to order at 5:45 PM by Mike O’Brien.

2. Changes to the Agenda, Members’ Items. There was one change to the agenda: Item #4, the addition of a Section 248 Application.

3. Approval of June 3, 2020 Executive Committee Minutes
Catherine McMains made a motion, seconded by John Zicconi to approve the June 3, 2020 Executive Committee Minutes. No edits needed. Motion carried with one abstention from Andy Montroll.

   a. Regina noted this project application was seen previously. It is located at the Shelburne Museum in the same location as proposed before; this proposal just includes a change to the interconnect with the transmission line on Bostwick Road. The CCRPC received a 45-day notice of a Section 248 petition to be filed with the VT Public Utility Commission for a 150kW solar project located at 6000 Shelburne Road in Shelburne. CCRPC Staff finds that this project meets the suitability policies of the ECOS Plan. Constraints exist; statewide agricultural soils will be impacted by the project. CCRPC will continue to defer to the Vermont Agency of Agriculture, Food and Markets in determining the impact of development on agricultural soils, and currently requests no further information. Additionally, CCRPC is aware the project is located near a local possible constraint (significant view areas), however the project appears to avoid the constraint. The CCRPC will review the project location again after the final application is submitted to confirm our initial findings.
   John Zicconi made a motion, seconded by Andy Montroll to approve the letter to Encore Renewable Energy. Motion carried unanimously.

5. Financial Update – FY20  Forest Cohen provided members with a financial overview covering the period from July 1, 2019 through May 31, 2020 and referred members to the Income Statement they received in the packet. Forest stated May was another positive income month. He noted ACCD revenue was billed out as of May and at 98.1% and the MPO transportation staff billing was at 86.6% of budget, almost through the budget year. All in all, this was another good revenue month.
Forest moved on to discuss expenses; he explained we are in decent shape with one month left in the fiscal year and unless something unexpected happens in June, we will end FY20 year very close to the budgeted amounts. Members were pleased.

Regina explained this letter serves to analyze and determine the relative conformance of the Draft Northern Lake Champlain Direct Drainages Tactical Basin Plan with the relevant goals, strategies, and recommended actions of our Regional ECOS Plan. The purpose of the letter is also to provide recommendations regarding project prioritization to the Agency of Natural Resources for tactical basin plans, and the letter provides recommendations for draft Plan improvement:

- The CCRPC recommends that RPCs, through their Clean Water Advisory Committee be allowed to provide input to DEC’s prioritization scoring system as intended by statute.
- We wish to restate the concern of several of CCRPC’s member municipalities that requiring municipal wastewater treatment plants to engage in costly upgrades at poor Phosphorus Reduction Benefit to Cost Ratio will make it a challenge for Chittenden County to achieve key strategies of the ECOS Plan, namely:
  - Strategy 2 [Strive for 80% of new development in areas planned for growth]
  - Strategy 7 [Develop financing and governance systems to make the most efficient use of taxpayer dollars and reduce costs]
- Finally, we would like to support the concerns raised by our MS4 permittee municipalities and organizations that the 50% match requirement imposed by the DEC for use of State grant funds is unfair and counterproductive.

Mike asked why the city of Winooski is not named; Regina explained this is specific to Direct to Lake Basin, and this basin does not include the Winooski or Lamoille basins. The City of Winooski drains into the Winooski Basin. Similarly, John asked if Shelburne is included in this Basin; Regina will check on that because she believes it should be included. Catherine McMains asked why MS4 towns would be paying higher match amounts. Regina explained that this is likely because the state believes larger towns are typically better resourced than smaller towns and there are limited state funds to address all of these impairments. Members discussed the draft letter and suggested a few minor edits. ANDY MONTROLL MADE A MOTION, SECONDED BY JOHN ZICCONI, TO RECOMMEND THE DRAFT LETTER, WITH REQUESTED MINOR EDITS, BE PRESENTED TO THE BOARD FOR APPROVAL. MOTION CARRIED UNANIMOUSLY.

7. FY2021-24 TIP.
Eleni referred members to the TIP memo in the packet. She reminded members the FY21-24 TIP has been warned for public hearing after a presentation was made to the full Board in June and requested the Executive Committee to recommend board approval. JOHN ZICCONI MADE A MOTION, SECONDED BY CHRIS SHAW, TO RECOMMEND THE FY21-24 TIP TO THE BOARD FOR APPROVAL. MOTION CARRIED UNANIMOUSLY.

8. Legislative Priority Check in
Regina referred members to the Potential Policy Participation Topics handout included in the packet and provided an overview. Members expressed appreciation for the chart and discussion ensued. The following two topics presented noteworthy interest to members:
- #11. Community Justice Centers Regional Workshop - Regina explained the CCRPC was asked by the Department of Corrections and the Chittenden County member municipalities
with Community Justice Centers (CJCs) to facilitate a conversation on funding and
management of the CJCs. This is similar to unbiased facilitation roles we’ve played in the
past. CCRPC started this work last Fall.

- **#8. Broadband deployment throughout Vermont** - Andy Montroll said there are currently
  significant Regional Planning Commission led efforts going on statewide to identify and
  pinpoint the areas of concern. He explained, due to COVID and schools having to create
distance and online learning plans, this topic has been at the forefront in recent months.
Members discussed the gaps in coverage within Chittenden County and Vermont as a whole
and agreed this is an important item to work on.

9. **Chair/Executive Director Report**
   a. **Clean Water Service Provider update**: Regina explained the proposal has been
      submitted and there are no specific updates. There will be more information to come
      after the next meeting scheduled for July 14, 2020.
   b. **EDA and EPA Grant updates**: We have been working on securing funds from these two
      grants, the EDA (Comprehensive Economic Development Strategy) and the EPA
      (weatherization in Winooski). We do not know if we have received funding yet.
   c. **CHAMP P3 update**: Eleni explained that this is the organization that we partnered with
      last year to apply for a DOT BUILD Grant to investigate the feasibility of commuter rail in
      Chittenden and surrounding counties and determining the real estate development
      opportunities adjacent to certain rail stations (Transit Oriented Developments). The
      CCRPC did not get the BUILD Grant and we are once again partnering with CHAMP P3 to
      apply for a 350K EDA Grant with similar scope. We will be reaching out to other RPC’s
      and stakeholders to coordinate the effort.
   d. **Budget and Operations updates**: Regina explained our FY21 budget is currently as
      expected; ACCD funds remain the same, VTRANS funding was approved and is moving
      forward with the FY21-UPWP, and our Municipalities are planning to pay the dues as
      committed to in the FY21 UPWP. In terms of CCRPC operations, staff continues to work
      mostly from home and the staff who do come into the office are working under the
      Safety Plan we have in place. The plan follows State guidance for cleaning protocols,
      wearing masks, and distancing, never having more than 4-5 people at the office at the
      same time.

10. **CCRPC Board Meeting July 15, 2020 Agenda review**.
    Regina reviewed the July 15, 2020 Board Agenda with members. An edit was requested: replace
    “Annual Meeting” with “Regular Meeting”.

11. **Other Business, future topics**: Mike O’Brien asked members to think about the role the RPC has in a
    regional discussion regarding racial and social justice. He asked members to consider this for future
    discussions. Andy Montroll felt this topic should be listed as a board agenda item. Members
    discussed if we are an appropriate venue and if our staff needs more experience and/or expertise in
    the area. Members agreed it should be listed as a board item because is an important topic that
    does fall under our mission as it relates to transportation and land use, and so many other topics
    that we cover. Bard stated this is not only a regional issue, but a national issue and it is important to
    be involved and engaged. Members agreed.

12. **Executive Session**: None needed.
13. **Adjournment**: CHRIS SHAW MADE A MOTION, SECONDED BY BARD HILL, TO ADJOURN THE EXECUTIVE COMMITTEE MEETING AT 6:33 PM. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Amy Irvin Witham