

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

5 DATE: Wednesday July 1, 2020

6 TIME: 5:45 PM

7 PLACE: REMOTE ATTENDANCE VIA GOTOMEETING

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

11 ABSENT: Charlie Baker, Executive Director

12 STAFF/OTHER: Regina Mahony, Planning Mgr. Eleni Churchill, Transportation Program Mgr.
13 Forest Cohen, Senior Business Mgr. Amy Irvin Witham, Business Office Mgr.
14
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16

- 17 1. Call to Order, Attendance. The meeting was called to order at 5:45 PM by Mike O'Brien.
18
19 2. Changes to the Agenda, Members' Items. There was one change to the agenda: Item #4, the
20 addition of a Section 248 Application.
21
22 3. Approval of June 3, 2020 Executive Committee Minutes
23 CATHERINE MCMAINS MADE A MOTION, SECONDED BY JOHN ZICCONI TO APPROVE THE JUNE 3,
24 2020 EXECUTIVE COMMITTEE MINUTES. NO EDITS NEEDED. MOTION CARRIED WITH ONE
25 ABSTENTION FROM ANDY MONTROLL.
26
27 4. Act 250 & Section 248 Applications.
28 a. Regina noted this project application was seen previously. It is located at the Shelburne
29 Museum in the same location as proposed before; this proposal just includes a change to
30 the interconnect with the transmission line on Bostwick Road. The CCRPC received a 45-day
31 notice of a Section 248 petition to be filed with the VT Public Utility Commission for a
32 150kW solar project located at 6000 Shelburne Road in Shelburne. CCRPC Staff finds that
33 this project meets the suitability policies of the ECOS Plan. Constraints exist; statewide
34 agricultural soils will be impacted by the project. CCRPC will continue to defer to the
35 Vermont Agency of Agriculture, Food and Markets in determining the impact of
36 development on agricultural soils, and currently requests no further information.
37 Additionally, CCRPC is aware the project is located near a local possible constraint
38 (significant view areas), however the project appears to avoid the constraint. The CCRPC will
39 review the project location again after the final application is submitted to confirm our
40 initial findings.
41 JOHN ZICCONI MADE A MOTION, SECONDED BY ANDY MONTROLL TO APPROVE THE LETTER TO
42 ENCORE RENEWABLE ENERGY. MOTION CARRIED UNANIMOUSLY.
43
44 5. Financial Update – FY20 Forest Cohen provided members with a financial overview covering the
45 period from July 1, 2019 through May 31, 2020 and referred members to the Income Statement
46 they received in the packet. Forest stated May was another positive income month. He noted ACCD
47 revenue was billed out as of May and at 98.1% and the MPO transportation staff billing was at
48 86.6% of budget, almost through the budget year. All in all, this was another good revenue month.

1 Forest moved on to discuss expenses; he explained we are in decent shape with one month left in
2 the fiscal year and unless something unexpected happens in June, we will end FY20 year very close
3 to the budgeted amounts. Members were pleased.
4

5 6. Basin 5 – Direct to Lake Tactical Basin Plan Regional Plan Conformance Letter.

6 Regina explained this letter serves to analyze and determine the relative conformance of the Draft
7 Northern Lake Champlain Direct Drainages Tactical Basin Plan with the relevant goals, strategies,
8 and recommended actions of our Regional ECOS Plan. The purpose of the letter is also to provide
9 recommendations regarding project prioritization to the Agency of Natural Resources for tactical
10 basin plans, and the letter provides recommendations for draft Plan improvement:
11

- 12 • The CCRPC recommends that RPCs, through their Clean Water Advisory Committee be
13 allowed to provide input to DEC's prioritization scoring system as intended by statute.
- 14 • We wish to restate the concern of several of CCRPC's member municipalities that requiring
15 municipal wastewater treatment plants to engage in costly upgrades at poor Phosphorus
16 Reduction Benefit to Cost Ratio will make it a challenge for Chittenden County to achieve
17 key strategies of the ECOS Plan, namely:
 - 18 ○ *Strategy 2 [Strive for 80% of new development in areas planned for growth]*
 - 19 ○ *Strategy 7 [Develop financing and governance systems to make the most efficient use*
20 *of taxpayer dollars and reduce costs]*
- 21 • Finally, we would like to support the concerns raised by our MS4 permittee municipalities
22 and organizations that the 50% match requirement imposed by the DEC for use of State
23 grant funds is unfair and counterproductive.
24

25 Mike asked why the city of Winooski is not named; Regina explained this is specific to Direct to Lake
26 Basin, and this basin does not include the Winooski or Lamoille basins. The City of Winooski drains
27 into the Winooski Basin. Similarly, John asked if Shelburne is included in this Basin; Regina will check
28 on that because she believes it should be included. Catherine McMains asked why MS4 towns would
29 be paying higher match amounts; Regina explained that this is likely because the state believes
30 larger towns are typically better resourced than smaller towns; and there are limited state funds to
31 address all of these impairments. Members discussed the draft letter and suggested a few minor
32 edits. ANDY MONTROLL MADE A MOTION, SECONDED BY JOHN ZICCONI, TO RECOMMEND THE
33 DRAFT LETTER, WITH REQUESTED MINOR EDITS, BE PRESENTED TO THE BOARD FOR APPROVAL.
34 MOTION CARRIED UNANIMOUSLY.
35

36 7. FY2021-24 TIP.

37 Eleni referred members to the TIP memo in the packet. She reminded members the FY21-24 TIP has
38 been warned for public hearing after a presentation was made to the full Board in June and
39 requested the Executive Committee to recommend board approval. JOHN ZICCONI MADE A
40 MOTION, SECONDED BY CHRIS SHAW, TO RECOMMEND THE FY21-24 TIP TO THE BOARD FOR
41 APPROVAL. MOTION CARRIED UNANIMOUSLY.
42

43 8. Legislative Priority Check in

44 Regina referred members to the Potential Policy Participation Topics handout included in the packet
45 and provided an overview. Members expressed appreciation for the chart and discussion ensued.
46 The following two topics presented noteworthy interest to members:

- 47 • #11. Community Justice Centers Regional Workshop - Regina explained the CCRPC was
48 asked by the Department of Corrections and the Chittenden County member municipalities

1 with Community Justice Centers (CJCs) to facilitate a conversation on funding and
2 management of the CJCs. This is similar to unbiased facilitation roles we've played in the
3 past. CCRPC started this work last Fall.

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

10
11 9. Chair/Executive Director Report

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

33
34 10. CCRPC Board Meeting July 15, 2020 Agenda review.

35 Regina reviewed the July 15, 2020 Board Agenda with members. An edit was requested: replace
36 "Annual Meeting" with "Regular Meeting".

- 37
38 11. Other Business, future topics: Mike O'Brien asked members to think about the role the RPC has in a
39 regional discussion regarding racial and social justice. He asked members to consider this for future
40 discussions. Andy Montroll felt this topic should be listed as a board agenda item. Members
41 discussed if we are an appropriate venue and if our staff needs more experience and/or expertise in
42 the area. Members agreed it should be listed as a board item because is an important topic that
43 does fall under our mission as it relates to transportation and land use, and so many other topics
44 that we cover. Bard stated this is not only a regional issue, but a national issue and it is important to
45 be involved and engaged. Members agreed.

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47 12. Executive Session: None needed.

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1 13. Adjournment: CHRIS SHAW MADE A MOTION, SECONDED BY BARD HILL, TO ADJOURN THE
2 EXECUTIVE COMMITTEE MEETING AT 6:33 PM. MOTION CARRIED UNANIMOUSLY.

3

4 Respectfully submitted,
5 Amy Irvin Witham

DRAFT