

REGULAR MEETING AGENDA
Wednesday, October 19, 2022, 6:00 pm
Large Conference Room, CCRPC Offices
110 West Canal Street, Suite 202, Winooski, VT



Or by Remote Attendance:

Join Zoom Meeting: <https://us02web.zoom.us/j/82627116668>

One tap mobile: + 16468769923,,82627116668#

Dial in: +1 646 876 9923 Meeting ID: 826 2711 6668

5:00PM for new members, all members welcome! Board Orientation Session: UPWP & Budget
Please use the same meeting link listed above.

CONSENT AGENDA –

C.1 Minor TIP Amendment – Queen City Park Road Sidepath*

C.2 VPSP2 Comments to VTrans*

DELIBERATIVE AGENDA

1. Call to Order; Attendance; Changes to the Agenda (Action; 1 minute)
2. Public Comment Period on Items NOT on the Agenda (Discussion; 5 minutes)
3. Staff Introductions – Charlie and Dan (Discussion; 8 minutes)
4. Consent agenda – TIP Amendment* (MPO Action; 1 min.)
5. Approve Minutes of September 21, 2022, Meeting* (Action; 1 min.)
6. Municipal Dues* (Action; 10 minutes)
7. Park and Ride Plan Approval* (Action; 10 minutes)
8. Town of Bolton Enhanced Energy Plan* (Municipal Action; 10 minutes)
9. Equity Update* (Discussion; 10 minutes)
10. Legislative Breakfast Priorities* (Discussion; 10 minutes)
11. Chair/Executive Director's Updates (Information; 1 min.)
 - a. Hiring updates
 - b. Building Homes Together press conference
 - c. Communications Union District ballot item
 - d. Municipal building energy resilience grant program
12. Committee/Liaison Activities & Reports * (Information; 1 min.)
 - a. Executive Committee (draft minutes October 5, 2022, final minutes September 7, 2022)*
 - i. Act 250/248 Applications
 - b. Transportation Advisory Committee (draft minutes October 4, 2022) *
 - c. Clean Water Advisory Committee (draft minutes September 6, 2022) *
 - d. MS4 Sub-Committee (draft minutes September 6, 2022) *
 - e. Planning Advisory Committee (draft minutes September 14, 2022) *
 - f. Long Range Planning Committee (draft minutes September 20, 2022) *
13. Adjournment (Action; 1 min.)

*In accordance with provisions of the Americans with Disabilities Act (ADA) of 1990, the CCRPC will ensure public meeting sites are accessible to all people. Requests for free interpretive or translation services, assistive devices, or other requested accommodations, should be made to Emma Vaughn, CCRPC Title VI Coordinator, at 802-846-4490 ext. *121 or evaughn@ccrpcvt.org, no later than 3 business days prior to the meeting for which services are requested.*

**Attachment*

Upcoming Meetings - Unless otherwise noted, all meetings are held primarily virtually:

- Equity Advisory Committee – Thursday, October 27, 2022, 6:00pm
- Transportation Advisory Committee – Tuesday, November 1, 2022, 9am
- Clean Water Advisory Committee - Tuesday, November 1, 2022, 11am
- CWAC MS4 Subcommittee - Tuesday, November 1, 2022, ~12:30pm
- Executive Committee – Wednesday, November 2, 2022, 5:45pm
- Long Range Planning Committee - Tuesday, November 8, 2022, 7pm
- Planning Advisory Committee – Wednesday, November 9, 2022, 2:30pm
- CCRPC Board Meeting - Wednesday, November 16, 2022, 6:00pm

Tentative future Board agenda items:

November 16, 2022	FY22 Audit Draft Active Transportation Plan Draft Comprehensive Economic Development Strategy – if extension is NOT granted Equity Update Legislative Breakfast Priorities
December (date TBD)	Legislative Breakfast
January 18, 2023	Mid-year Adjustment UPWP and Budget Draft Comprehensive Economic Development Strategy – if extension IS granted Equity Update Legislative Breakfast Debrief

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Chittenden County Regional Planning Commission

October 19, 2022

Agenda Item C.1: Consent Item

Transportation Improvement Program TIP Amendment

Issues:

Make the change listed below to the FY23 year of the TIP. The FY2023-2026 TIP has not yet been approved by FHWA so these changes will apply to both the FY2022-2025 TIP, which remains in effect, and the FY2023-2026 TIP.

Queen City Park Road Sidepath, Burlington (Project BP119, Amendment FY23-01)

Description of TIP Change: Add \$180,000 for preliminary engineering in FY23.

Reason for the Change: This project was awarded a 2022 VTrans Bicycle and Pedestrian Program award of \$828,000 to construct a 10-foot-wide path along Queen City Park Road.

TAC/ Staff

Recommendation:

Recommend that the Board approve the proposed TIP Amendment

**For more information
contact:**

Christine Forde
cforde@ccrpcvt.org or 846-4490 ext. 113



Chittenden County Regional Planning Commission

October 19, 2022

Agenda Item C.2: Consent Item

VTrans Statewide Potential Project Lists – Town Highway and State Highway Bridges

Issues:

VPSP2 – VTrans Project Selection and Project Prioritization process – is a performance-based, data driven project selection and prioritization framework that maximizes the transportation value delivered to Vermont taxpayers. Transportation Value is determined using a workbook that scores projects on eight criteria – safety, asset condition, mobility & connectivity, economic access, regional input, health access, environment, and resiliency.

We are currently in Pilot Year 2 of this new process which includes Town Highway Bridges and State Highway Bridges. At the May TAC and Board meetings Transportation Value Scores were approved for 16 projects in these categories. VTrans identified ten projects through their asset management system and CCRPC identified six projects by reviewing the condition of the remaining Chittenden County bridges. The Transportation Value Scores were submitted to VTrans.

The 16 Chittenden County projects were combined with projects from all other RPCs to create Statewide Potential Project Lists for Town Highway Bridges and State Highway Bridges. Projects were sorted by Transportation Value.

From those lists VTrans made recommendations regarding which projects to fund and which projects to reserve for later consideration. VTrans selected one Chittenden County project to advance to the Transportation Capital Program.

VTrans noted that the list of selected bridge projects is shorter than was anticipated when this process started almost a year ago due to inflation and associated financial uncertainty. VTrans will reevaluate the available funding a year from now and likely select additional projects using the same project list and Transportation Value scores.

▸ **Chittenden County Selected Project**

Municipality	Program	Route	Bridge Number	Transportation value
Burlington/ Winooski	Town Highway	US-7/Main Street	150	62

› **Chittenden County Projects for Future Consideration (Regionally Driven Projects Shaded green)**

Municipality	Program	Route	Bridge Number	Transportation value
Williston	Town Highway	Industrial Avenue	17	59
S. Burlington	State Highway	VT-116	31	47
Burlington	Town Highway	Queen City Park Road	2	42
Underhill	State Highway	VT-15	11	40
Westford	Town Highway	Cambridge Road	22	40
Huntington	Town Highway	Main Road	9H	40
Underhill	Town Highway	Pleasant Valley Road	7	39
Shelburne	Town Highway	Bay Road	7	39
Hinesburg	State Highway	VT-116	21	36
Huntington	Town Highway	Main Road	10	36
Hinesburg	Town Highway	Charlotte Road	6	34
Charlotte	Town Highway	Lake Road	27	33
Charlotte	Town Highway	Dorset Street	31	28
Jericho	Town Highway	Macomer Place	38	27
Colchester	Town Highway	Colchester Pond Road	14	22

Potential Comments on Statewide Project List

The Board and TAC are being asked to review the project list and provide comments to VTrans. As a starting point for discussion, Staff has drafted the following comments were approved by the TAC.

CCRPC appreciates the opportunity VTrans has created through VPSP2 to add Regionally Significant projects to the transportation program, and we look forward to working collaboratively with VTrans to advance these projects that we believe will enhance the transportation system in the county.

CCRPC recognizes that there are many transportations needs statewide and funds are limited. We also recognize that not all projects can be funded in this year of the VPSP2. Following review of the Chittenden County projects in the “Later Consideration” category, we would like to offer the following comments:

- › **Queen City Park Road Bridge, Burlington** – This is single lane bridge over the Vermont Railway located on the southern border of Burlington and South Burlington. A scoping study was completed in 2008 that noted numerous structural and functional deficiencies. (<https://studiesandreports.ccrpcvt.org/wp-content/uploads/2017/01/Queen-City-Park.pdf>) The bridge does not meet current standards for load capacity, bridge railings, or vertical clearance over the railroad. It is a vital connection for GMT’s central maintenance facility and the only viable option if rail operations or maintenance closes Home Ave / Austin Drive. Similarly, it is a vital connection for South Burlington’s emergency services access to Red Rocks Park and

the QCPR neighborhood. This single-lane bridge is also a key bicycle and pedestrian access route for two parks that are significant regional destinations -- Red Rocks Park in South Burlington and Oakledge Park in Burlington. A study was recently completed that evaluated the bicycle and pedestrian connection and developed improvement alternatives (Queen City Park Road – Austin Drive Bicycle and Pedestrian Connections Scoping Study, 2022 -- https://studiesandreports.ccrpcvt.org/wp-content/uploads/2022/08/QCP-Austin-Final_24-June-2022.pdf). The study identified the bridge as a significant impediment to safe and comfortable bicycle and pedestrian travel through the corridor. The City of Burlington was awarded a VTrans 2022 Bicycle and Pedestrian Program grant to construct a separated path along Queen City Park Road between the bridge and Austin Drive. Upgrading this single lane bridge would greatly benefit regional bicycle and pedestrian travel along this corridor for both recreational and transportation destinations.

- **Bay Road Bridge, Shelburne** – A scoping study was completed on this bridge in 2010 that detailed structural and functional deficiencies (Bay Road Bridge Replacement Scoping Study -- https://studiesandreports.ccrpcvt.org/wp-content/uploads/2017/01/BayRoad_Final_Scoping_Report_201012.pdf). This bridge is heavily used by people walking, biking, and driving, and it is a vital link for emergency services. It provides access to Shelburne Bay, Shelburne Bay Park, Shelburne Farms, and the Ti Haul Recreation Path. In 2017 a bicycle and pedestrian mobility study was completed that detailed deficiencies in this important corridor (Bay Road Bicycle and Pedestrian Mobility Study -- <https://studiesandreports.ccrpcvt.org/wp-content/uploads/2017/09/2017-07-31-Bay-Road-Bike-Ped-Mobility-Study-FINAL-REPORT.pdf>). A Walk & Bike Connectivity Study completed this year reaffirmed the importance of a new bridge by ranking it in the top tier of priority projects (https://studiesandreports.ccrpcvt.org/wp-content/uploads/2022/09/20220927_ShelburneBikePedConnectivityFINAL.pdf). Replacing this bridge would provide numerous benefits for vehicular and bicycle and pedestrian connectivity and would improve access to important tourist destination.
- **Bridge 9H on Main Road, Huntington** -- In 2021 a study evaluating Huntington bridges was completed that identified this bridge as having numerous areas of major deterioration and spalling (<https://studiesandreports.ccrpcvt.org/wp-content/uploads/2021/07/FINAL-Huntington-Capital-Plan-Report.pdf>). We would like to see this bridge considered for future inclusion in the Town Highway Bridge Program.

**TAC/ Staff
Recommendation:**

Recommend comments be submitted to VTrans for consideration in the VPSP2 process.

**For more
information
contact:**

Christine Forde
cforde@ccrpcvt.org

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
REGULAR MEETING MINUTES
DRAFT

DATE: Wednesday, September 21, 2022
TIME: 6:00 PM
PLACE: CCRPC Offices; 110 West Canal Street, Suite 202; Winooski, VT 05404 and/or
REMOTE ATTENDANCE via ZOOM MEETING VIDEO

PRESENT:	Bolton:	Vacant	Buel's Gore:	Garret Mott
	Burlington:	Andy Montroll	Burlington:	Max Schindler (Alt)
	Charlotte:	Absent	Colchester:	Jacki Murphy
	Essex:	Andy Watts (Alt)	Essex Junction:	Dan Kerin
	Huntington:	Absent	Hinesburg:	Mike Bissonnette
	Jericho:	Catherine McMains	Milton:	Absent
	Richmond:	Bard Hill	St. George:	Absent
	Shelburne:	Absent	So. Burlington:	Chris Shaw
	Underhill:	Kurt Johnson (Alt)	Westford:	Absent
	Williston:	Andrew Watts	Winooski:	Abby Bleything (Alt)
	Cons/Env.:	Miles Waite	VTrans:	Amy Bell
	FHWA:	Absent	Bus/Ind:	Tim Baechle
	GMT:	Absent	Agriculture:	Absent
	Socio/Econ/Housing:	Absent		
Others:	CCTV, Scott Moody		Guest, Bruce Wilson	
	Guest, Jonathan Slason, RSG			
CCRPC Staff:	Charlie Baker, Executive Director		Taylor Newton, Planning Prgrm Mgr.	
	Eleni Churchill, Transp. Prgrm Mgr.		Forest Cohen, Sr. Business Mgr.	
	Amy Irvin Witham, Business Office Mgr.		Christine Forde, Sr. Transp. Planner	
	Marshall Distel, Sr. Transp. Planner		Sai Sarepalli, Sr. Transp. Planner	
	Dan Albrecht, Senior Planner		Bryan Davis, Sr. Transp. Planner	

1. Call to order; Attendance; Changes to the Agenda. The meeting was called to order at 6:00 PM by the Chair, Catherine McMains. Charlie said we may need to move item 7; the Active Transportation Plan update down in the agenda to item 11.
2. Public Comment Period on Items NOT on the Agenda. Charlie welcomed Bruce Wilson, a new member of the Socio-Economic-Housing CCRPC committee and Miles Waite, who is now the representative for the Conservation/Environmental committee.
3. Action on Consent Agenda -MPO Action. None.
4. Approve Minutes of the July 20, 2022, Board Meeting.
ANDY MONTROLL MADE A MOTION, SECONDED BY CHRIS SHAW, TO APPROVE THE JULY 20, 2022, BOARD MEETING MINUTES, WITH EDITS. MOTION CARRIED WITH ONE ABSTENTION BY GARRET MOTT.

- Edit: Pg 1, line 44: Delete the second instance of "flex dollars"
- Edit: Pg 5 Line 36: Add the word "said" after Charlie

- Edit: Pg 6 Line 30: Add the word “said” after Regina

5. Multi-jurisdictional All Hazards Mitigation Plan

Dan Albrecht referred members to the All-Hazard Mitigation Plan documents included with the packet. Dan explained IEM was awarded the contract from the State of Vermont for the All-Hazard Mitigation Plan, however, IEM subcontracted with the CCRPC. He said he and Pam Brangan have been working with IEM on updates, GIS mapping, and draft reviews. The primary purpose of hazard mitigation is to lessen adverse impacts from natural and man-made hazard events. The plan is a comprehensive update to the 2017 plan. The general order is the same and still follows the FEMA rubric, but the new plan includes much more data. Key items this plan serves the purpose for the municipal plans. This plan is a multi-jurisdiction plan with participation from all Chittenden County municipalities, except Colchester. The update focused on hazards that were determined to present the greatest risk to the county and municipalities. Dan provided members with a general overview of the plan’s many sections and pointed sections 5: Capability Assessment and 6: Mitigation Strategy. He explained the plan holds broad level hazard mitigation goals to ensure municipalities are working these into their individual town plans. Table 6.8: Status of Previous Mitigation Actions from the 2017 MJAHP outlines a recap of changes between the 2017 plan and the new plan. Dan said it was very helpful having IEM, a national firm, with vast resources develop the plan. He asked members for any questions or comments.

Bard said the town of Richmond has been challenged with storm water and controlling water coming off the roads and creating washouts, particularly the culverts and run-off from I-89. He wondered what VTrans plans to do about this. Dan said it is a tough situation and he has not yet read the State’s hazard mitigation plan. Dan said he can follow up with VTrans on this issue.

Charlie asked if the All-Hazard Mitigation Plan has been reviewed and approved by both IEM and municipalities alike? Dan explained yes; towns have seen draft version of the document as it has been created.

Chris Shaw was curious to know why Colchester did not participate. Dan said it has to do with the 25% match requirement. Colchester decided to work out a hazard mitigation plan of their own. Jacki Murphy agreed and said in addition to concerns about cost the town has very capable staff members and they decided to work with an independent consultant.

CHRIS SHAW MADE A MOTION, SECONDED BY GARRET MOTT, TO ADOPT THE RESOLUTION OF THE 2022 CHITTENDEN COUNTY MULTI-JURISDICTIONAL ALL HAZARDS MITIGATION PLAN, WITH MINOR DATE EDITS. MOTION CARRIED UNANIMOUSLY.

6. Park and Ride Plan update.

Marshall Distel referred members to the Park and Ride Plan Draft document included with the packet. He said the CCRPC has been working with RSG on updating the plan. Marshall introduced Jonathan Slason, Director of Planning at RSG. Jonathan explained this project is an update to the plan from 2011 and we are in the final stages of the work. Jonathan provided members with an overview of the plan.

Vision Statement: *In the future, a comprehensive network of safe and accessible Park and Ride intercept facilities will allow for seamless, multimodal transportation connections for the benefit of residents, employees, and visitors of Chittenden County. The network will enhance mobility for single occupancy vehicle travel in support of transportation-related energy goals outlined in the 2018 ECOS Plan.*

Plan Goals

- *Safety, Accessibility and Efficiency*
- *Mobility and Equity*
- *Environmental Sustainability*
- *Economy*
- *System Preservation and Modernization*

Jonathan presented data and information on existing facility Inventory; reviewed recommended facility attributes, benefits, and gaps in existing facilities; presented proposed park and ride facilities; discussed data and travel behavior monitoring needs over time; and reviewed the recommended Implementation Plan.

Jonathan asked members to share any comments or suggestions they have. Catherine offered a correction. She explained the park and ride located at Dickenson Street, is not in Underhill, it is in Jericho. Bard said he really appreciates that the park and ride lots are designed as multi-use. Chris Shaw wondered how electric bikes might play into this plan. Jonathan said the use of more electric bikes may be an element that reinforces the need for secure bike options. Dan Kerin said in the past Jeff Carr had asked about adding a park and ride option at the intersection of 289 and Rt 117. Dan is also wondering if any parking has been incorporated off Exit 12 in Williston, since the police barracks will move to Hurricane Lane.

Marshall wanted to let everyone know tonight's presentation was informational, however there will soon be a request for Board approval of the plan. He asked members to send any questions or concerns to him. Catherine thanked Jonathan and Marshall for such a thorough presentation.

7. Active Transportation Plan Update

Bryan Davis referred members to the Active Transportation Plan (ATP) documents included with the packet. He presented an overview of the four analyses prepared by the consultant firm, Toole Design, including:

- Equity Analysis
- Bicycle Network Analysis
- Trip Potential Analysis
- Off Road Trail Analysis

Bryan said public engagement was an integral part of the process that included listening sessions, online comment map, informal conversations, and e-mail correspondence. The analyses, combined with public, TAC and advisory committee's comments, and the list of TIP and MTP projects, will be used to update the recommended network. Toole will break the network into segments, offer facility types for each, and develop a framework to prioritize the recommendations. Bryan said these steps in the project will serve to finalize the regional network and infrastructure recommendations. The ATP serves as the active transportation element of the long-range Metropolitan Transportation Plan.

Bard said he has wrestled with the transportation and recreation needs. In Richmond there is an explosion of mountain biking and recreation trails not necessary for transportation. Bryan said he has been researching how other organizations are planning for trails as both transportation and recreation facilities—he came across the term “trailsportation”—as well as how people can walk or bike from their home or workplace using recreational paths rather than driving to recreate.

8. Committee member review

Catherine reviewed the FY23 Committee Appointments with members. She said Bruce Wilson and Katherine “Deac” Decarreau have filled the open Socio-Economic-Housing seats. We still need an alternate for Conservation and Environmental as Miles Waite is now the representative. There are open seats on the Board Development Committee, Unified Planning Work Program Committee, Clean Water Advisory Committee and Brownfields. Andy Montroll volunteered to fill the open Board Development Committee seat. Chris Shaw reminded members that serving on a committee provides a great opportunity to learn various aspects of the CCRPC. Catherine thanked everyone for their participation.

9. Equity Advisory Committee update

Charlie referred members to the Equity Advisory Committee workshop summary included with the packet. He said attendance was excellent with a total of 24 community members participating. There were great discussions including the hiring process for an Equity Manager and developing an equity statement. He also said everyone in attendance was invited to participate in the upcoming equity training sessions. Charlie said there is still a lot to be done and we are committed to doing the work.

10. Regional Plan Schedule update

Charlie said with Regina’s departure and Taylor’s promotion they have been contemplating how best to meet so many competing deadlines. To help with alleviate some of the pressure, Charlie said a staggered schedule has been proposed to update the ECOS plan, rather than trying to approve all elements of the plan at once. He said the CEDS and the MTP will move forward to be adopted this spring (CEDS) and early summer (MTP). The full ECOS plan could possibly wait until June 2026 even though Charlie said he didn’t necessarily want to push this out that long and will try to update earlier than that. He asked members to share their thoughts. Members agreed it is preferable to take the time to develop the plans over time, rather than rush.

11. Chair/Executive Director Report

Catherine said in October she will be away, and Chris Shaw will be stepping in for her. Charlie said we advertised and interviewed several candidates for Regina’s position, including Taylor Newton, who was promoted. We are currently looking to hire for the open planner position. We are in the middle of interviewing candidates for the Equity Manager position and may need to schedule a second round of interviews. Finally, there is still an open position for a Business Office Associate. Charlie said he sent an email to municipality selectboards to schedule time to present the annual report. He reminded members we need to begin thinking about topics for the annual Legislative Breakfast in terms of what topics we want to address with our legislatures.

12. Committee/Liaison Activities & Reports.

The minutes for various committees are included with the packet and as links to the online documents. The Committee minutes included Executive/Finance Committee with Act 250/Section

1 248 letters, Transportation Advisory Committee, Board Development Committee, Long Range
 2 Planning Committee, UPWP Committee, and the All-Hazard Mitigation Plan Committee.

3
 4 13. Adjournment. CHRIS SHAW MADE A MOTION, SECONDED BY DAN KERIN, TO ADJOURN THE BOARD
 5 MEETING AT 7:38 PM. MOTION CARRIED UNANIMOUSLY.

6
 7 Respectfully submitted,
 8 Amy Irvin Witham
 9

Chittenden County Regional Planning Commission

October 19, 2022

Agenda Item 5: Municipal Dues for FY24

FY2024 Municipal Dues

Background:

Each year the CCRPC assesses municipal dues that are primarily used to match federal transportation dollars for municipal and regional projects in Chittenden County.

The municipal dues assessment amounts are distributed among the member municipalities based on the Equalized Education Grand List (EEGL). Even with no increase in total dues, the dues for each municipality are adjusted each year consistent with their proportion of the EEGL. The most recent EEGL issued by the State of Vermont for Chittenden County is used in the FY24 table. The effective January 2022 EEGL data is available on the Vermont Department of Taxes website.

CCRPC uses the Employment Cost Index (ECI) for State and Local Government employee Compensation, which is published by the U.S. Bureau of Labor Statistics (BLS), as an index for dues increases. In the twelve-month period from June 2021 to June 2022, State and Local Government Compensation rose 3.4%. Supporting documentation is included.

Previously, the dues were increased in FY20, for a total assessment of \$250,400. The dues were held level in FY21 and FY22. They were increased for FY23 by 2% to a total of \$255,408.

Table 1, included in the packet, presents the FY24 municipal dues table with a 3% overall increase. This increases the overall dues assessment by \$7,662. The Executive Committee was presented with a proposed 3.4% increase during their October 5th meeting and voted to recommend a 3.0% increase to the Board.

Recommendations:

The Executive Committee recommends to the Board that CCRPC increase municipal dues by 3% for FY24 and approve the FY24 Dues Table 1 as presented.

**For more
information
contact:**

Charlie Baker
cbaker@ccrpcvt.org, 735-3500

Forest Cohen
fcohen@ccrpcvt.org, 861-0112

FY23 to FY24 Muncipal Assessments

TABLE 1

EEG List			EEG List		2021 - 2022	2021 - 2022		3% Increase		
Municipality	January 2021	% of County	January 2022	% of County	\$ Change	% Change	CCRPC FY23	CCRPC FY24	FY23 - FY24	FY23 - FY24
							Assessment	Assessment	\$ Change	% Change
Bolton	1,438,240	0.59%	1,528,800	0.59%	\$ 90,560	-0.40%	\$1,503	\$1,542	\$39	2.59%
Buels Gore	33,110	0.01%	32,440	0.01%	\$ (670)	-8.92%	\$35	\$33	-\$2	-5.44%
Burlington	52,471,460	21.47%	53,953,580	20.68%	\$ 1,482,120	-3.79%	\$54,827	\$54,410	-\$417	-0.76%
Charlotte	9,777,870	4.00%	10,105,840	3.87%	\$ 327,970	-3.26%	\$10,217	\$10,191	-\$25	-0.25%
Colchester	25,485,970	10.43%	27,808,240	10.66%	\$ 2,322,270	2.19%	\$26,630	\$28,044	\$1,414	5.31%
Essex Town*	30,116,750	12.32%	31,804,100	12.19%	\$ 1,687,350	-1.06%	\$31,469	\$32,073	\$605	1.92%
Hinesburg	6,677,890	2.73%	7,208,670	2.76%	\$ 530,780	1.14%	\$6,978	\$7,270	\$292	4.19%
Huntington	2,404,130	0.98%	2,581,290	0.99%	\$ 177,160	0.60%	\$2,512	\$2,603	\$91	3.63%
Jericho	7,277,010	2.98%	7,693,090	2.95%	\$ 416,080	-0.95%	\$7,604	\$7,758	\$155	2.03%
Milton	12,836,120	5.25%	13,661,600	5.24%	\$ 825,480	-0.27%	\$13,412	\$13,777	\$365	2.72%
Richmond	5,525,040	2.26%	5,792,780	2.22%	\$ 267,740	-1.79%	\$5,773	\$5,842	\$69	1.19%
St. George	948,320	0.39%	1,045,290	0.40%	\$ 96,970	3.18%	\$991	\$1,054	\$63	6.38%
Shelburne	17,106,390	7.00%	18,153,380	6.96%	\$ 1,046,990	-0.57%	\$17,874	\$18,307	\$433	2.42%
South Burlington	35,597,280	14.56%	39,678,250	15.21%	\$ 4,080,970	4.26%	\$37,195	\$40,014	\$2,819	7.58%
Underhill	4,476,550	1.83%	4,841,150	1.86%	\$ 364,600	1.32%	\$4,677	\$4,882	\$205	4.37%
Westford	2,769,630	1.13%	2,953,500	1.13%	\$ 183,870	-0.08%	\$2,894	\$2,978	\$85	2.92%
Williston	22,330,200	9.14%	24,428,580	9.36%	\$ 2,098,380	2.45%	\$23,333	\$24,635	\$1,303	5.58%
Winooski	7,163,930	2.93%	7,592,490	2.91%	\$ 428,560	-0.70%	\$7,486	\$7,657	\$171	2.29%
TOTAL	\$244,435,890	100.00%	\$260,863,070	100.00%	\$ 16,427,180	6.30%	\$255,408	\$263,070	\$7,662	3.00%

Essex Town and Essex Junction will provide Grand List figures to the CCRPC to split the dues between the two municipalities.

Each town is assessed dues using their percentage of the Equalized Education Grand List. Their amount is determined by taking the total dues and multiplying it by the municipality's percentage of the total Grand List.

Equalized Education Grand List can be accessed at the Vermont Department of Taxes
<https://tax.vermont.gov/document/pvr-annual-report-2021-data-cod-cla-eegl>

**U.S. BUREAU OF LABOR STATISTICS**

Bureau of Labor Statistics > Economic News Release > Employment Cost Index

Economic News Release**Employment Cost Index Summary**Transmission of material in this release is embargoed until
8:30 a.m. (ET) Friday, July 29, 2022

USDL-22-1553

Technical information: (202) 691-6199 * ncsinfo@bls.gov * www.bls.gov/ect
Media contact: (202) 691-5902 * pressoffice@bls.gov**EMPLOYMENT COST INDEX – JUNE 2022**

Compensation costs for civilian workers increased 1.3 percent, seasonally adjusted, for the 3-month period ending in June 2022, the U.S. Bureau of Labor Statistics reported today. Wages and salaries increased 1.4 percent and benefit costs increased 1.2 percent from March 2022. (See tables A, 1, 2, and 3.)

Compensation costs for civilian workers increased 5.1 percent for the 12-month period ending in June 2022 and increased 2.9 percent in June 2021. Wages and salaries increased 5.3 percent for the 12-month period ending in June 2022 and increased 3.2 percent for the 12-month period ending in June 2021. Benefit costs increased 4.8 percent over the year and increased 2.2 percent for the 12-month period ending in June 2021. (See tables A, 4, 8, and 12.)

Compensation costs for private industry workers increased 5.5 percent over the year. In June 2021, the increase was 3.1 percent. Wages and salaries increased 5.7 percent for the 12-month period ending in June 2022 and increased 3.5 percent in June 2021. The cost of benefits increased 5.3 percent for the 12-month period ending in June 2022 and increased 2.0 percent in June 2021. Inflation-adjusted (constant dollar) private wages and salaries declined 3.1 percent for the 12 months ending June 2022. Inflation-adjusted benefit costs in the private sector declined 3.5 percent over that same period. (See tables A, 5, 9, and 12.)

Among private industry occupational groups, compensation cost increases for the 12-month period ending in June 2022 ranged from 4.3 percent for natural resources, construction, and maintenance occupations to 8.0 percent for service occupations. Within industry supersectors, compensation cost increases ranged from 4.0 percent for construction to 7.8 percent for leisure and hospitality. (See table 5.)

Compensation costs for state and local government workers increased 3.4 percent for the 12-month period ending in June 2022, compared with an increase of 2.0 percent in June 2021. Wages and salaries increased 3.2 percent for the 12-month period ending in June 2022 and 1.6 percent a year ago. Benefit costs increased 3.6 percent for the 12-month period ending in June 2022. The prior year increase was 2.6 percent. (See tables A, 7, 11, and 12.)

Updated Employment Weights

Beginning with the December 2022 news release, the Employment Cost Index will introduce new employment weights based on the 2018 Standard Occupational Classification (SOC) system, see www.bls.gov/ncs/ect/eci-2021-fixed-weights-and-2018-soc-update.htm.

Table A. Major series of the Employment Cost Index

[Percent change]

Category	3-month, seasonally adjusted		12-month, not seasonally adjusted, current dollar			12-month, not seasonally adjusted, constant dollar		
	Mar. 2022	Jun. 2022	Jun. 2021	Mar. 2022	Jun. 2022	Jun. 2021	Mar. 2022	Jun. 2022
Civilian workers⁽¹⁾								
Compensation ⁽²⁾	1.4	1.3	2.9	4.5	5.1	-2.4	-3.7	-3.6
Wages and salaries	1.2	1.4	3.2	4.7	5.3	-2.1	-3.6	-3.5
Benefits	1.8	1.2	2.2	4.1	4.8	-3.0	-4.2	-3.9
Private industry								
Compensation ⁽²⁾	1.4	1.5	3.1	4.8	5.5	-2.2	-3.5	-3.3
Wages and salaries	1.3	1.6	3.5	5.0	5.7	-1.8	-3.3	-3.1
Benefits	1.9	1.3	2.0	4.1	5.3	-3.1	-4.0	-3.5
Footnotes								
⁽¹⁾ Includes private industry and state and local government.								
⁽²⁾ Includes wages and salaries and benefits.								
Note: All estimates in the table can be found in the public database at www.bls.gov/ncs/ect/data.htm . Dashes indicate data not available.								

Category	3-month, seasonally adjusted		12-month, not seasonally adjusted, current dollar			12-month, not seasonally adjusted, constant dollar		
	Mar. 2022	Jun. 2022	Jun. 2021	Mar. 2022	Jun. 2022	Jun. 2021	Mar. 2022	Jun. 2022
Health benefits	-	-	0.4	2.2	4.6	-	-	-
State and local government								
Compensation ⁽²⁾	1.1	0.8	2.0	3.2	3.4	-3.2	-4.9	-5.2
Wages and salaries	0.9	0.7	1.6	3.1	3.2	-3.5	-5.1	-5.4
Benefits	1.5	0.9	2.6	3.5	3.6	-2.6	-4.7	-5.0
Footnotes								
⁽¹⁾ Includes private industry and state and local government.								
⁽²⁾ Includes wages and salaries and benefits.								
Note: All estimates in the table can be found in the public database at www.bls.gov/ncs/ect/data.htm . Dashes indicate data not available.								

- [Employment Cost Index Technical Note](#)
- [Table 1. Seasonally adjusted: Employment Cost Index for total compensation, by ownership, occupational group, and industry](#)
- [Table 2. Seasonally adjusted: Employment Cost Index for wages and salaries, by ownership, occupational group, and industry](#)
- [Table 3. Seasonally adjusted: Employment Cost Index for benefits, by ownership, occupational group, and industry](#)
- [Table 4. Compensation \(not seasonally adjusted\): Employment Cost Index for total compensation, for civilian workers, by occupational group and industry](#)
- [Table 5. Compensation \(not seasonally adjusted\): Employment Cost Index for total compensation, for private industry workers, by occupational group and industry](#)
- [Table 6. Compensation \(not seasonally adjusted\): Employment Cost Index for total compensation, for private industry workers, by bargaining status and Census region and division](#)
- [Table 7. Compensation \(not seasonally adjusted\): Employment Cost Index for total compensation, for State and local government workers, by occupational group and industry](#)
- [Table 8. Wages and salaries \(not seasonally adjusted\): Employment Cost Index for wages and salaries, for civilian workers, by occupational group and industry](#)
- [Table 9. Wages and salaries \(not seasonally adjusted\): Employment Cost Index for wages and salaries, for private industry workers, by occupational group and industry](#)
- [Table 10. Wages and salaries \(not seasonally adjusted\): Employment Cost Index for wages and salaries, for private industry workers, by bargaining status and Census region and division](#)
- [Table 11. Wages and salaries \(not seasonally adjusted\): Employment Cost Index for wages and salaries, for State and local government workers, by occupational group and industry](#)
- [Table 12. Benefits \(not seasonally adjusted\): Employment Cost Index for benefits, by ownership, occupational group, industry, and bargaining status](#)
- [Table 13. Compensation and wages and salaries \(not seasonally adjusted\): Employment Cost Index for total compensation, and wages and salaries, for private industry workers, by area](#)
- [HTML version of the entire news release](#)

The PDF version of the news release

News release charts

Supplemental Files Table of Contents

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Last Modified Date: July 29, 2022

U.S. BUREAU OF LABOR STATISTICS Office of Compensation and Working Conditions PSB Suite 4160 2 Massachusetts Avenue NE Washington, DC 20212-0001

Telephone: 1-202-691-6199 www.bls.gov/ECT [Contact ECT](#)



Chittenden County Transportation Advisory Committee

October 19, 2022

Agenda Item 7: Action Item

Chittenden County Park & Ride Plan Update

Issues: Beginning in 2021, the CCRPC embarked on an update of the Chittenden County Park & Ride Plan. This plan identifies opportunities for improvements to the existing facilities and evaluates the potential for new facilities that will benefit commuters and residents throughout Chittenden County and the adjacent communities.

The Plan created a vision statement for the purpose and function of park & rides, completed an inventory of existing facilities, prioritized a list of park & ride and intercept facilities, and created an implementation plan. The updated Plan incorporates elements from the 2011 Plan using a revised approach to account for the many changes in the demand for park & rides, remote work, and general changes in travel behavior.

A total of ten proposed facilities were identified in the Plan:

Municipality	Facility	Next Steps
Richmond	Jonesville	Feasibility study
Williston	Taft Corners	Implement recommendations from feasibility study
Shelburne	Train Station	Feasibility study
Charlotte	Route 7 Corridor	Feasibility study
Colchester	Exit 17, Jasper Mine Rd	Coordinate with municipality & VTTrans
Colchester	VT 15 & Barnes Ave Intercept Facility	Feasibility study contingent on increased VT15 transit
Burlington	South End Multimodal Center	Implement recommendations from feasibility study
South Burlington	US 7 South of I-189 Intercept Facility	Discuss with City officials as necessary
South Burlington	Exit 14 Intercept Facility	Updated scoping study
Essex	VT 117/289	Discuss with Town officials as necessary

Initially, nine proposed facilities were identified. However, after a discussion at the CCRPC's September Board meeting, there was interest in evaluating a park & ride facility near the VT 117/289 intersection. After reviewing this with the project team, we concluded that this location is on a major commuter travel shed and would be a suitable site to consolidate commuter trips to large employers. Due to limited outreach with the municipality, we are recommending that future discussion is needed prior to recommending a feasibility study.

TAC Recommendation: The TAC recommends approval of the Chittenden County Park & Ride Plan and sends to the CCRPC Board for adoption.

Staff Recommendation: CCRPC staff recommends that the Board adopt the Chittenden County Park & Ride Plan.

For more information contact: Marshall Distel
mdistel@ccrpcvt.org

Attachments: Chittenden County Park & Ride Plan Final Report:
https://studiesandreports.ccrpcvt.org/wp-content/uploads/2022/09/Park_Ride_Plan_Update_2022_final.pdf

Chittenden County Regional Planning Commission
October 19, 2022

Agenda Item 8: *2017 Bolton Town Plan* - Determination of Energy Compliance

Issues: The Town of Bolton has requested that the Chittenden County Regional Planning Commission grant a determination of energy compliance to the *2017 Bolton Town Plan*. The plan was amended by the Bolton Selectboard on September 6, 2022 to include an enhanced energy plan.

As described in the attached proposed resolution, the PAC has held the required hearing, reviewed the Plan in light of the request, and recommends Board approval at this time. For your information the staff memo reviewing the request for a determination of energy compliance is attached.

VAPDA is keeping track of municipalities that receive a determination of energy compliance at this website: vapda.org/vermont-enhanced-town-energy-plans/

Please note that municipal determination of energy compliance decisions shall be made by majority vote of the commissioners representing municipalities, in accordance with the bylaws of the CCRPC and Title 24 V.S.A. § 4350(f).

**Planning Advisory
Committee
Recommendation:**

The Planning Advisory Committee recommends that the CCRPC Board grant an affirmative determination of energy compliance to the *2017 Bolton Town Plan*.

Staff Recommendation:

Staff recommends that the CCRPC Board grant an affirmative determination of energy compliance to the *2017 Bolton Town Plan*.

Staff Contact:

Contact Taylor Newton with any questions: tnewton@nrpcvt.com, 846-4490 ext. *15.

Chittenden County Regional Planning Commission (CCRPC)
Resolution
Determination of Energy Compliance for the 2022 Amendments to the *Bolton Town Plan*

WHEREAS, Title 24, V.S.A. §4352 in part states that a municipality that wishes to seek a Determination of Energy Compliance may submit its plan to the Regional Planning Commission, if the regional plan has an affirmative determination of energy compliance; that each review shall include a public hearing; and that the Commission shall issue an affirmative determination of energy compliance if the plan:

1. is consistent with the regional plan;
2. includes an energy element;
3. is consistent with Vermont's energy goals and policies; and
4. meets the standards for issuing a determination of energy compliance included in the State energy plans, as described by the Vermont Department of Public Service in their Energy Planning Standards for Municipal Plans;

WHEREAS, the CCRPC's 2018 *Chittenden County Regional Plan*, entitled the *ECOS Plan*, adopted June 20, 2018, received an affirmative determination of energy compliance on August 9, 2018;

WHEREAS, the CCRPC at its September 19, 2018 meeting approved the *CCRPC Guidelines and Standards for Confirmation of Municipal Planning Processes, Approval of Municipal Plans and Granting Determination of Energy Compliance* dealing with local plans and CCRPC action;

WHEREAS, The Town of Bolton, Vermont is a member municipality of this Commission;

WHEREAS, The Town of Bolton, Vermont requested CCRPC grant a determination of energy compliance to the 2022 Amendments to the *Bolton Town Plan* on March 10, 2022;

WHEREAS, the Planning Advisory Committee warned a public hearing on March 8, 2022 and held a public hearing on March 23, 2022 to review the 2022 Amendments to the *Bolton Town Plan* for granting a determination of energy compliance, at the CCRPC offices, located at 110 W. Canal Street, Suite 202, Winooski, Vermont and via Microsoft Teams;

WHEREAS, the CCRPC at its May 17, 2017 meeting approved the *Bolton Town Plan* and confirmed the Town of Bolton's planning process, and the 2022 amendments to the plan do not nullify that approval and confirmation;

WHEREAS, the Planning Advisory Committee reviewed the records and recommended that the Commission grant an affirmative determination of energy compliance to the 2022 Amendments to the *Bolton Town Plan* as meeting the requirements of Title 24, V.S.A. §4352 and the *Guidelines and Standards for Confirmation of Municipal Planning Processes, Approval of Municipal Plans and Granting Determinations of Energy Compliance*, as described in CCRPC's staff review and the minutes of the Planning Advisory Committee, dated March 23, 2022; and

WHEREAS, the Town of Bolton Selectboard adopted the 2022 Amendments to the *Bolton Town Plan* on September 6, 2022;

NOW, THEREFORE, BE IT RESOLVED BY THE CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION, that, in compliance with Title 24, V.S.A. §4352 and the *Guidelines and Standards for Confirmation of Municipal Planning Processes, Approval of Municipal Plans and Granting Determinations of Energy Compliance*, CCRPC grants an affirmative determination of energy compliance to the 2022 Amendments to the *Bolton Town Plan*

Dated at Winooski, this 19th day of October, 2022.

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION

Catherine McMains, Chair

Staff Review of the Town of Bolton Enhanced Energy Plan

Taylor Newton, Senior Planner

Reviewed by the CCRPC Planning Advisory Committee on March 23, 2022

The Town of Bolton has requested that the Chittenden County Regional Planning Commission (CCRPC) issue a determination of compliance with the enhanced energy planning standards set forth in 24 V.S.A. §4352 for the Town of Bolton Town Plan's energy element.

The Bolton Town Plan has been reviewed by CCRPC according to the 2017 version of the Department of Public Service's Energy Planning Standards for Municipal Plans. The Bolton Town Plan has not been reviewed under the new 2022 Enhanced Energy Planning standards because the updated standards include an exception for municipalities who can demonstrate they have meaningfully initiated the planning process (e.g. through proof of a publicly noticed meeting) before the 2022 Comprehensive Energy Plan (CEP) was published. The Town of Bolton has been actively working on its enhanced energy plan for several years under the 2017 standards and held a public hearing prior to the 2022 CEP being published. Therefore, the enhanced energy plan is being reviewed under the 2017 standards.

Bolton is amending their Town Plan to incorporate enhanced energy element (see attached). This enhanced energy element replaces the existing energy chapter in the Bolton Town Plan. In accordance with statute, an amendment is not a full rewrite of the Town Plan and the Town Plan expiration date will remain in 2025. Therefore, CCRPC's previous Town Plan approval and confirmation of Bolton's planning process remains in effect.

Bolton is also proposing minor changes to future land use districts in a few places to prepare for zoning changes to incorporate concepts from the Bolton Valley Master Plan. Normally this amendment would be documented in a letter by CCRPC Staff, but since we are reviewing the plan amendment for the Enhanced Energy Plan, staff is including the information in this staff report. These changes are relatively minor and either conform with the current regional Rural Planning Area or will require minor adjustments to it in the next ECOS Plan update. These Planning Area changes are listed in more detail under the draft motion.

Enhanced Energy Plan Review

Following the statutory requirements of 24 V.S.A. §4352 and Vermont Department of Public Service's Energy Planning Standards for Municipal Plans, CCRPC reviewed the draft Bolton Town Plan enhanced energy element to determine whether:

1. The Town Plan includes an energy element that has the same components as described in 24 V.S.A. §4348a(a)(3) for a regional plan and is confirmed under the requirements of 24 V.S.A. §4350.
2. The Town Plan is consistent with following State goals:
 - a. Vermont's greenhouse gas reduction goals under 10 V.S.A. § 578(a);
 - b. Vermont's 25 by 25 goal for renewable energy under 10 V.S.A. § 580;
 - c. Vermont's building efficiency goals under 10 V.S.A. § 581;
 - d. State energy policy under 30 V.S.A. § 202a and the recommendations for regional and municipal energy planning pertaining to the efficient use of energy and the siting and development of renewable energy resources contained in the State energy plans adopted pursuant to 30 V.S.A. §§ 202 and 202b (State energy plans); and

- e. The distributed renewable generation and energy transformation categories of resources to meet the requirements of the Renewable Energy Standard under 30 V.S.A. §§ 8004 and 8005.

3. The Town Plan meets the standards for issuing a determination of energy compliance included in the State energy plans as developed by the Vermont Department of Public Service.

Staff Review Findings and Comments

Consistency with the requirements above is evaluated through the Vermont Department of Public Service's Energy Planning Standards for Municipal Plans, which is attached to this document and briefly summarized below.

Standard	Met	Not Met	N/A
1. Plan duly adopted and approved		Necessary for final determination	
2. Submit a copy of the adopted plan		Necessary for final determination	
3. Plan contains an energy element	X		
4. Analysis of resources, needs, scarcities, costs and problems in the municipality across all energy sectors	X		
5.a. Report Current energy use for heating, electricity, and transportation	X		
5.b. Report 2025, 2035 and 2050 targets for energy use	X		
5.c. Evaluation of thermal-sector energy use changes	X		
5.d. Evaluation of transportation-sector energy use changes	X		
5.e. Evaluation of electric-sector energy use changes	X		
6.a. Encourage conservation by individuals and organizations	X		
6.b. Promote efficient buildings	X		
6.c. Promote decreased use of fossil fuels for heat	X		
6.d. Demonstrate municipal leadership re: efficiency of municipal buildings?	X		
7.a. Encourage increased public transit use	X		
7.b. Promote shift away from single-occupancy vehicle trips	X		
7.d. Promote shift from gas/diesel to non-fossil fuel vehicles?	X		
7.e. Demonstrate municipal leadership re: efficiency of municipal transportation?	X		
8.a. Promote Smart growth land use policies	X		
8.b. Strongly prioritize development in compact, mixed use centers	X		
9.a. Report existing renewable energy generation	X		
9.b. Analyze generation potential	X		
9.c. Identify sufficient land to meet the 2050 generation targets	X		
9.d. Ensure that local constraints do not prevent the generation targets from being met	X		
9.e. Include policy statements on siting energy generation	X		
9.f. Maximize potential for generation on preferred sites	X		

CCRPC Staff & PAC Review – Town of Bolton Enhanced Energy Plan
March 16, 2022

9.g. Demonstrate municipal leadership re: deploying renewable energy	X		
10. Include maps provided by CCRPC	X		
11. Does the plan identify and map existing electric generating resources?			X
12a-e. Does the plan identify area for the development and siting of renewable energy resources?			X
13a-b. Does the plan identify areas that are unsuitable for siting renewable energy resources or particular categories or sizes of those resources?			X
14. DPS Review			X

The proposed enhanced energy element demonstrates a strong commitment to implementing best practices for advancing the State energy goals at the municipal level and for planning additional renewable energy generation which are balanced with local land use policies. CCRPC staff finds that the draft Bolton Town Plan meets the requirements of the enhanced energy planning standards (“determination”) set forth in 24 V.S.A. §4352.

CCRPC staff makes the following recommendations to the Town of Bolton regarding the proposed siting policies to improve the effectiveness of the Plan in the Section 248 process. These changes are not required:

1. The term “Public Utilities Commission” in the plan should be changed to “Public Utility Commission.”

Proposed Motion & Next Steps:

The PAC finds that the proposed Town of Bolton Town Plan Energy Elements (draft 9/25/2020) meets the requirements of the enhanced energy planning standards (“determination”) set forth in 24 V.S.A. §4352.

Upon notification that the municipality has adopted the amendments, CCRPC staff will review the plan and any information relevant to the adoption process. If staff determines that that substantive changes have been made, the materials will be forwarded to the PAC for review. Otherwise the PAC recommends that the draft Energy Plan should be forwarded to the CCRPC Board for an affirmative determination of energy compliance.

.....

Description of proposed planning area changes:

- The Resort Mixed Use land use area has been changed from its existing boundary on the 2200 ft. contour to the proposed boundary on the 2300 ft. Contour in the immediate vicinity of the Bolton Valley Resort baselodge. In addition, a new node of Resort Mixed Use has been added in the vicinity of Bolton Valley Resort’s Timberline Lodge. The land use district was previously titled “Resort Village.” This change extends the Resort Mixed Use land use area into the regional Rural Planning Area at both the northern and southern end of the regional Village Planning Area that encompasses Bolton Valley Resort.
- The Resort Conservation Zoning District has been added to the future land use map for the land generally above the 2300 ft. Contour and owned by Bolton Valley Resort. This area replaces land currently within the Conservation and Forest land use areas. The subject parcels are currently located in the regional Rural Planning Area.
- The Village land use area is proposed to “infill” into a few parcels that are currently in the Rural I land use area at the base of the Bolton Valley Access Rd and along the north side of Route 2. The subject parcels are currently located in the regional Rural Planning Area.
- The Town proposes to change the land use designation on part of one parcel located on the south side of Duxbury Road. The parcel is currently split between the Rural I land use area and the Conservation land

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use area. The proposed change is to make the entire frontage of the parcel subject to the Rural I land use area. The subject parcels are currently located in the regional Rural Planning Area.

CCRPC finds that the changes proposed near Bolton Valley Resort do encroach on the regional Rural Planning Area. However, the changes were developed as a part of a comprehensive local planning process in cooperation with Bolton Valley Resort and more accurately reflect the needs of the community and the resort. Therefore, CCRPC finds these proposed changes in conformance with the ECOS plan.

The proposed changes to involving the Village land use area, and the area south of Duxbury Road, will not have any significant change in density or character of the area in question. Therefore, CCRPC finds these proposed changes to be in conformance with the ECOS plan.

CCRPC EQUITY WORK STAFF & BOARD 2022 WORKSHOP SERIES TOPICS

Purpose

Continue to build shared understanding and capacity for equity work among CCRPC Staff and Equity Leadership Team

Goals

1. Provide an opportunity to practice and normalize conversations about racism, sexism, ableism, classism, etc.
2. Provide a springboard for follow-up conversations and action among staff, board members, and the Equity Advisory Committee
3. Position staff and board to thread their learning throughout all of the organization's work.

Sessions Overview

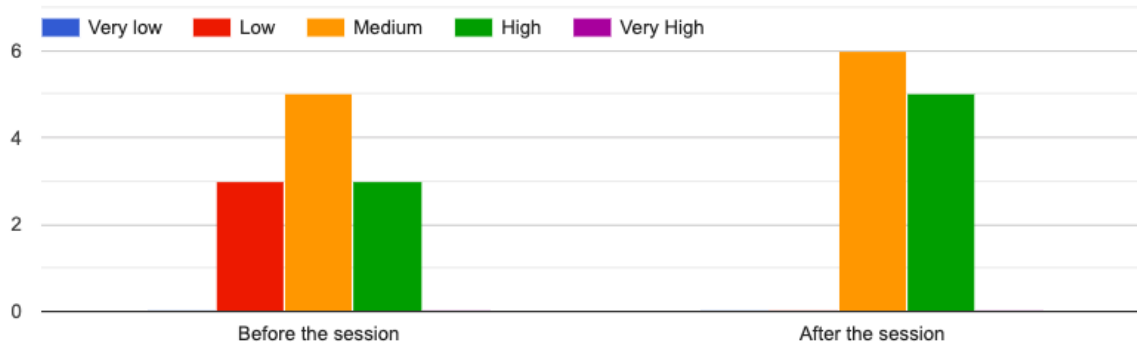
- 1. Productive conversations about racism and inequities (July 26)**
 - a. Definitions
 - b. Microaggressions
 - c. Courageous Conversations
 - i. Calling in/calling out
 - d. Tips for communication across difference
- 2. Creating an inclusive organization (Aug 30)**
 - a. Identity work
 - b. Understanding & moving beyond dominant/white supremacy culture
- 3. Distributing Power & Decision-Making (Sep 29)**
 - a. Types of power
 - b. Conversation about power and decision-making at CCRPC
 - c. Why distribute power?
 - d. Opportunities to distribute power??
- 4. How to engage effectively with people who have been minoritized or excluded (Oct 24)**
 - a. What internal work is needed?
 - b. What best practices are needed?
 - c. What structures are needed?

NOTES

Session 1

POST SESSION SURVEY HIGHLIGHTS

Please rate your readiness to engage in conversations with people who hold a range of identities (for example racial/ethnic, sexual orientation, ability status, class)

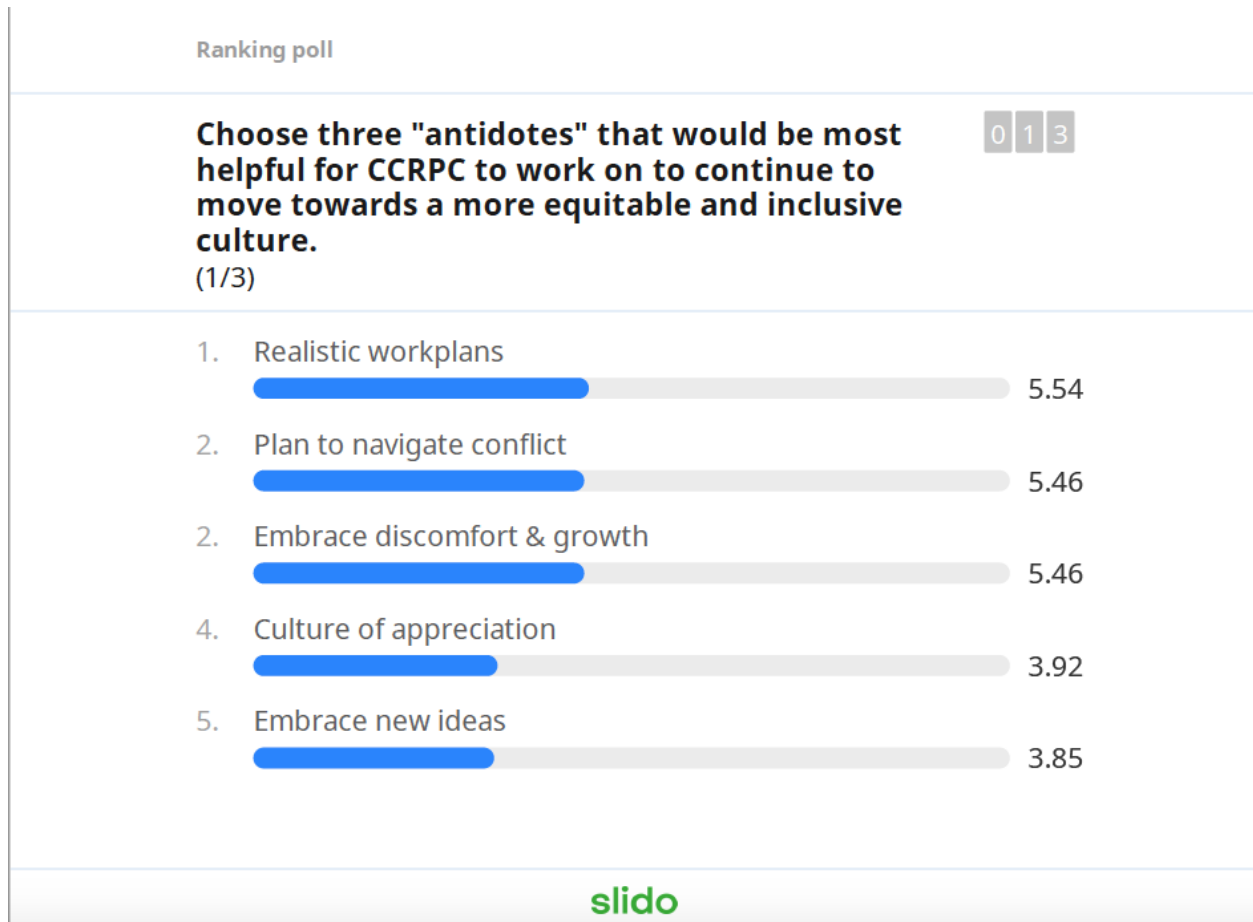


This comment was similar to comments submitted by several other respondents:

I just want to acknowledge that calling in and calling out, especially in the workplace, requires people to be uncomfortable, and/or do something they aren't used to doing, or maybe have ever done before, even in their personal relationships. This is the work, and I completely understand why it needs to -- and should -- be done in order to enact change on a personal and societal level. That said, I also think this really comes down to personality traits and one's openness to looking at themselves honestly and working on themselves on a deeply personal level.

Session 2

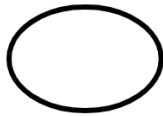
PARTICIPANT POLL RE: WAYS TO CREATE MORE EQUITABLE, INCLUSIVE CULTURE



Session 3

CCRPC POWER ANALYSIS

CCRPC Power Analysis



=

Agenda setting and decision making power



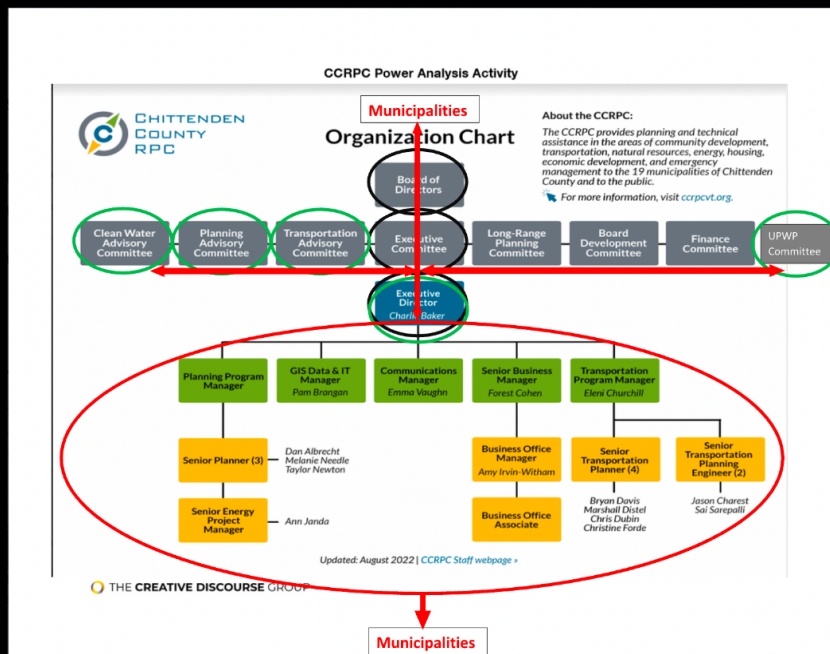
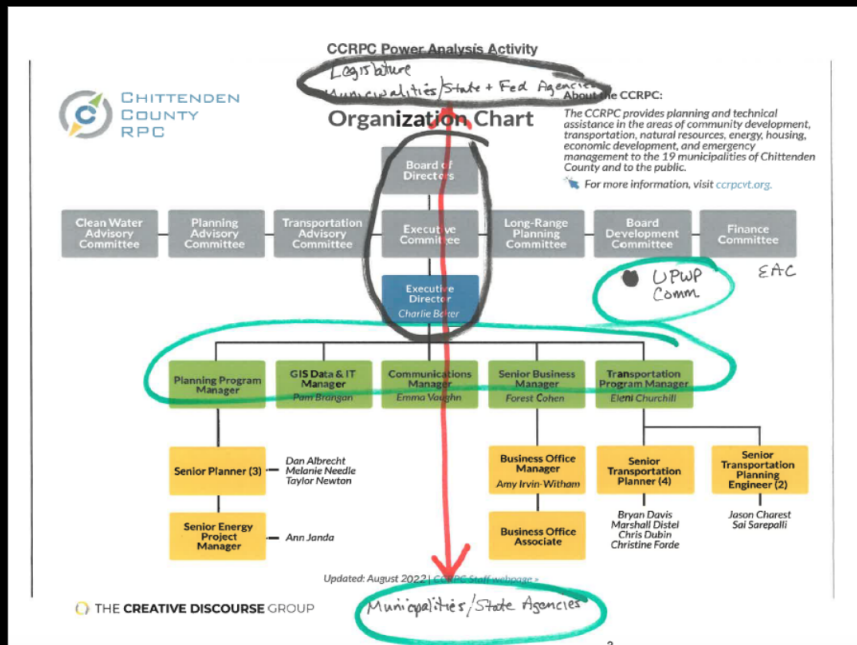
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Power to influence others



=

Flow of resources



POWER ANALYSIS DISCUSSION HIGHLIGHTS

- A Lot of the power resides with the board, exec director, exec committee
- All staff and committees have influence; alot of individual decisions- some people/committees have more than others
- Alot of municipalities put into contracts certain deliverables we need to have- don't have power over that;
- municipalities make requests; ask for advice and need to provide data without needing to go through the board (technical assistance- staff)
- Sometimes its how we see our role; we are not working for ourselves, we're working for the community- the committee doesn't make decisions by itself- public meetings, checks and balances
- ED asks the staff and the board what should be on the agenda
- We have more of a power of influence, not for decision making or enforcement
- Organization generally works collaboratively- but the final decision rests with the exec dir, exec committee, and the board
- All committees have power because they make decisions that flows up to the board
- All the work we do goes up through the board for large scale decisions - but we as staff have direct flow of resources bc we work directly with municipalities
- power/resources flow both ways between CCRPC and municipalities
- There are alot of decisions made on day to day basis in the yellow and green that don't flow up
- This is the first time we've had this conversation about the org chart
- We don't do things very hierarchical; we are very collaborative and do our own thing
- Board has faith that the staff is working hard to get the job done; board doesn't feel the need to question the staff's work
- We haven't always been collaborative- it may not be as collaborative in the future; need to have the conversation to make sure we don't go back to being less collaborative
- There were times in board meetings when staff would want to speak and not be called on

POSSIBLE ACTION STEPS

Brainstorm list of specific action steps that can happen to set the stage for successful power sharing with equity and engagement manager and EAC

- Figure out how to prioritize looking at things through an equity lens and not minimizing that perspective (worry about how do we balance that - what does that look like)
- Begin by coming up with ways to measure success
- Develop and adopt an equity statement for the organization - including code of conduct
- specify roles of EAC in reviewing different docs, processes, projects, etc.
- Have clear understanding of the expectations of equity manager and the equity advisory committee
- Make sure that the EAC and equity manager understand that CCRPC is a bureaucracy and things move slowly
- Wonder if it makes sense to have a member of the EAC on each of the existing committees as a way to integrate it more into all of the conversations throughout all of the work
- Include Equity and Engagement Manager in management team
- Create different org chart

Equity Advisory Committee (EAC) Kick-Off Virtual Workshop

Saturday, September 10th | 9:00 am - 11:30 am

Summary *(updated 10.11.22)*

On September 10, 2022, twenty-four people with diverse lived experiences, interests, and expertise came together for a two and a half hour virtual meeting to begin to develop a framework and goals for the newly forming Equity Advisory Committee (EAC) of the Chittenden County Regional Planning Commission (CCRPC). Meeting participants included community members, CCRPC staff and board members, and representatives of municipal and community organizations.

The EAC is being created as part of the CCRPC's ongoing efforts to build the organization's capacity to address systemic racism and inequities in Chittenden County communities. The goal is to achieve a more equitable future for Chittenden County that benefits all residents – especially those who have been marginalized and historically left out of the planning process.

During the meeting participants got to know each other, shared their experiences and recommendations for effective groups, discussed possible roles for the Equity Advisory Committee and prioritized upcoming tasks based on the recommendations in the [organizational equity assessment](#) completed by The Creative Discourse Group.

The following highlights from the workshop represent the key themes from the meeting as well as next steps.

Characteristics of Effective Groups

(themes from small group conversations)

Trust

Members assume good intentions, meet each other where they are, take responsibility when harm occurs, and over time develop a set of shared interests and a shared vision that binds them together.

Group agreements

There are group norms or a code of conduct that guides how the group does its work.

Clear goals and purpose

The group has clarity about the purpose of the group and what the group is trying to accomplish.

Diverse membership

The membership of the group is diverse (including diverse cultures, ethnicity, and perspectives). The presence of young people is valued.

Deep listening

People are able to listen deeply to each other, listen for the purpose of deepening shared understanding, and are able to focus on the message being delivered rather than the messenger.

Power to create change

The group has the power to affect meaningful change.

Group is convened with intentionality and care

People responsible for convening the group are clear about the purpose, follow-up with the group so people know the impact of their work, and provide opportunities for individual interactions with group members in addition to full group work.

Role of the Equity Advisory Committee (EAC)

(themes from small group conversations about possible roles for the EAC)

Engage with Chittenden County residents

1. Uplift the stories of diverse community members and ensure that the voices of those most impacted by barriers/access issues are driving decision-making.
2. Ensure that community input is incorporated at the beginning of planning processes, and revisited before plans are finalized.
3. Create a place for open conversations where new ideas and possibilities can emerge.

Support the work of the CCRPC Equity & Engagement Manager

1. Ensure that equity work is embedded throughout the organization.
2. Ensure that the manager has a meaningful role in establishing priorities for the Equity Advisory Committee and helping to lead the EAC's work.

Provide accountability

1. Identify indicators and metrics to guide CCRPC's equity work.
2. Understand and track how resources flow through the organization and out into the community.

Identify opportunities for direct action

1. Proactively identify new possibilities to create a flow of resources that go directly to communities to help solve immediate challenges.

Please [click here](#) for the full notes from small group conversations

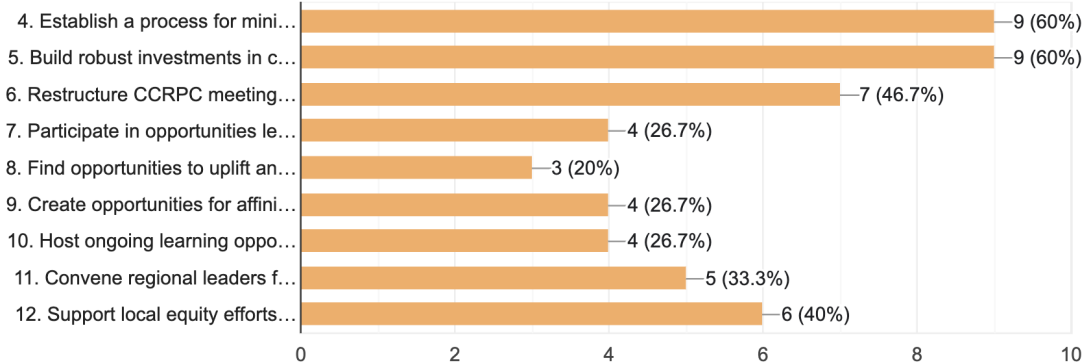
EAC Priority Setting Survey

(completed during the meeting by participants)

Below is a list of additional actions CCRPC can take to make progress. Please review the list below and **check the three actions that you think should be top priorities for CCRPC.**



15 responses



What else do you think CCRPC could do to help create equity and justice for Chittenden County residents?

1. Transportation and housing. Listening circles!!!!!! Making sure efforts are made to bring people's voices to the table who have barriers such as technology, transportation, childcare or differing schedules.
2. Reparations based work (with focus on indigenous and black community reparations)
3. feedback after implementation of policy to ensure policy (and funding) is accessible to the target group
4. To give some classes of law to the new refugees and the people who don't know their rights. Build trust by creating a group like this to help people know their rights.
5. Everything in the above list should be a priority. It was hard to pick just 3. So I'd say prioritize the top 3 choices of everyone, but put the other 6 choices on the list of things CCRPC must do. They are all important and if implemented together will have the greatest impact.
6. delve into and help create policy (if none exists) about how to address racism, incidents of racial harassment on public transportation and in other public venues
7. Update methods of data collection so that the data is beneficial to the community and not just for

administrative reporting. Rethink how and what data you collect - make it meaningful for the marginalized populations. No group should be too small to have input.
8. Continue to be a leader in moving Chittenden County municipalities forward on equity issues. Move municipalities forward on creating inclusive communities in part through zoning and planning that permits the development or housing of all types that is affordable to a range of incomes, including lower income people. This is a racial equity issue because, due to systemic, societal racism, BIPOC are much more likely to be lower income.
9. Continue to integrate DEI and social justice efforts into CCRPC's hiring practices and policies
10. Add equity objectives into all staff job descriptions and evaluations, and have equity operationalized in their work plan, with tasks and deliverables.
11. A variation on 12 is for CCRPC to house that equity policy expertise for smaller/lower resourced municipalities, so that as we are incorporating equity into all of our job descriptions, we may or may not need an equity policy advisor on staff. For Winooski the risk is that person becomes the catch all for all direct community engagement tasks. For other municipalities the risk is they will never invest in such a position/role.
12. Center planning and policy around equitable practices first, including all marginalized groups in Chittenden County, remembering that making changes that benefit the most vulnerable in our community will create changes that benefit many beyond that.
13. More focus and efforts of financial allocated investments into the community of the global majority [affected] by the injustices.
14. Help change bad laws (covenants, etc) and have community oversight of law enforcement (PD's and other agencies). Promote direct decision-making and develop capacity for participation of everyone.

Next Steps

1. Opportunities for immediate action

a. Equity and Engagement Manager Hiring Process

- i. CCRPC is in the process of hiring an Equity and Engagement Manager. We are looking for 2-3 EAC/community members to help review applications this week and meet next Monday, September 19th to determine who should be interviewed; we will then be looking for 2-3 EAC/community members to help conduct interviews later this month. **If you are interested and available, please email Emma Vaughn (evaughn@ccrpcvt.org) to volunteer and we will be in touch with next steps.**

b. Equity Statement Development

- i. We are seeking a few EAC/community members to work with us on developing an equity statement and associated commitments. **If you are interested in helping, please email Emma Vaughn (evaughn@ccrpcvt.org) to volunteer and we will be in touch with next steps.**

c. EAC Membership

- i. We would like to understand your level of interest in joining the EAC, as well as your availability. **Please fill out this form** to share your thoughts about next steps.

d. Upcoming Workshop/Trainings

- i. The Creative Discourse Group is hosting two upcoming training sessions for the CCRPC staff and Board members, and we welcome you to attend:
 - 1. **Distributing Power & Decision-Making:** Thursday, September 29, 5:30-7:00pm
 - 2. **How to Engage Effectively with People Who Have Been Minoritized or Excluded:** Monday, October 24, 5:30-7:00pm

If you are interested in attending one or both sessions, please email Emma Vaughn (evaughn@ccrpcvt.org) to confirm attendance and we will send you the Zoom details. More details about this series are available **[here](#)**.

2. Reconvene Equity Advisory Committee

- a. Suggested agenda items
 - 1. Create group agreements
 - 2. Updates on action steps (see #1 above)
 - 3. Review and refine EAC roles

Participants

Name	Affiliation
FaRied Munarsyah	The People's Kitchen
Kate Nugent	Winooski Partnership for Prevention
Catarina Campbell	Howard Center
Joanne Crawford	Abenaki Nation of Missisquoi
Cristalee McSweeney	Williston Community Justice
Bruce Wilson	Service Rendered, Arts so Wonderful
Mona Tolba	Cultural Broker / Interpreter
Ragab Mohamed	Community Member
Basim Aldulimi	Community Member
Jasim Muddafar	Community Member
Rachel Batterson	Vermont Legal Aid
Omar Derzi	Community Member
Ahmed Mohamed	Community Member
Melissa Lang	Mercy Connections
Mike O'Brien	CCRPC Board
Malimu Chol Dhoor	Sudanese Foundation of Vermont (SUDFUND VERMONT) Inc.
Elaine Haney	CCRPC Board
Phet Keomanyvanh	Burlington REIB
Elaine Wang	Winooski City Manager
Bryan Davis	CCRPC Staff
Emma Vaughn	CCRPC Staff
Charlie Baker	CCRPC Staff
Susan McCormack	The Creative Discourse Group
KC Williams	The Creative Discourse Group

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE COMMITTEE MEETING MINUTES
DRAFT

DATE: Wednesday, October 5, 2022
TIME: 5:45 PM
PLACE: Remote Attendance via ZOOM

PRESENT: Chris Shaw, Vice-Chair Bard Hill, Secretary/Treasurer (5:50pm)
Michael Bissonette, at large <5000 Mike O'Brien, Immediate Past Chair

ABSENT: Catherine McMains, Chair Jacki Murphy, at large >5000

STAFF: Charlie Baker, Executive Director Eleni Churchill, Transp. Prog. Mgr.
Taylor Newton, Planning Prog. Mgr. Forest Cohen, Senior Business Mgr.
Amy Irvin Witham, Business Office Mgr. Emma Vaughn, Communications Mgr.

1. Call to Order, Attendance. The Executive Committee meeting was called to order at 5:51 PM by the Vice Chair, Chris Shaw.
2. Changes to the Agenda, Members items. There were no changes. Charlie said he wanted to talk about the JAM Golf, LLC South Burlington ACT 250/248 letters appeal during his Executive Director report.
3. Approval of the September 2022, Joint Executive and Finance Committee Meeting Minutes
MIKE BISSONETTE MADE A MOTION, SECONDED BY BARD HILL, TO APPROVE THE SEPTEMBER 7, 2022, JOINT EXECUTIVE & FINANCE COMMITTEE MINUTES WITH EDITS. MOTION CARRIED UNANIMOUSLY.

Edits:

- Pg 3, Lines 18 and 37: Add the word "letter" after application.
- Pg 4, Line 11: Clarify the Socio/Econ-Housing seat is a Board seat.
- Pg 5, Line 15: Add the word "the" before Executive Committee
- Pg 5, Line 10: Update the word "ensured" to "ensued"

Mike O'Brien asked if the interest rate on the Money Market account was still at .9%. Staff confirmed yes.

4. Act 250 & Section 248 Applications. There were none.
5. Municipal Dues for FY24. Forest referred members to the FY24 Municipal Dues Memo and accompanying dues tables included with the packet. He explained staff is recommending a 3.4% overall increase, which increases the overall dues assessment by \$8684. He explained the dues are assessed annually and are primarily used to match federal transportation dollars. The municipal dues assessment amounts are based on the most recent Equalized Education Grand list (EEGL) issued by the State of Vermont for Chittenden County. The EEGL data is available on the Vt. Department of Taxes website. CCRPC uses the Employment Cost Index (ECI) for State and Local Government employee compensation, which is published by the U.S. Bureau of Labor Statistics as an

1 index for dues increases. Between June 2021 and June 2022 State and Local Government
2 Compensation rose 3.4%.

3
4 Mike asked why we need to increase dues with a \$47K surplus in FY22? Forest noted the last
5 increase was in FY20 and dues were held level in FY21 and FY22. He explained in FY22 we had a
6 decent increase in ACCD revenues, however, there is no guarantee we will have the ACCD increase
7 again. Chris Shaw said we have certainly seen inflationary increases over the last few months.
8 Members discussed how the amounts are equalized across the towns. Mike O'Brien referred
9 members to the Equalized Grand list which equalizes the towns. Charlie and Forest said it is the
10 State of Vermont that equalizes the towns. Charlie said the proposed increase is out of concern for
11 the inflationary pressures. The increase gives us more capacity and helps draw down VTRANS dollars
12 that are coming. Mike O'Brien said he understands the reasoning behind the increase, but he
13 wonders if we should consider a slightly lower increased amount. Mike Bissonette said the rural
14 towns struggle, and a slightly lower amount would be best. Bard Hill said he does not feel the
15 proposed 3.4% is outlandish. Chris Shaw agreed and said the dollar amounts of the increase are in
16 line with the current financial climate and the value, at least for South Burlington, is far reaching.
17 Mike O'Brien suggested a slightly lower increase of 3% rather than the proposed 3.4%. Members
18 agreed.

19
20 MIKE O'BRIEN MADE A MOTION, SECONDED BY MIKE BISSONETTE, TO RECOMMEND THE BOARD
21 APPROVE AN INCREASE OF 3% FOR FY23 MUNICIPAL DUES. MOTION CARRIED UNANIMOUSLY.
22

23 6. Equity Advisory Committee Update

24 Charlie said we continue to work to expand the Equity Advisory Committee. Currently there are
25 eight community members interested in joining the Equity Advisory Committee. The committee is
26 comprised of 3 Board members and 3 Staff members, and we will add 6 to 8 community members.
27

28 Charlie reminded members there was a second equity training session "*Distributing Power and*
29 *Decision-Making*" held on the evening of September 29, 2022. The training focused on the structure
30 of the CCRPC and the distribution of power. The training included an exercise for participants to
31 complete that included a CCRPC power analysis. He said the sessions provide us with insight to
32 consider in terms of our communities and people not having power and what it means to influence
33 with power.
34

35 Charlie gave members an update on the Equity and Engagement manager hiring process and
36 thanked Mike O'Brien for his participation in the process. In addition to Mike O'Brien, Elaine Wang -
37 Winooski City Mgr., Lydia Diamond, volunteer community member, and Melissa Lang, Program
38 Coordinator at Mercy Connections, participated in the interview process. Charlie explained an offer
39 has been made and we are awaiting an answer. Although the candidate is committed, they are
40 evaluating another opportunity. Charlie said he is hopeful, but not certain if it will work out. He will
41 provide an update on the hiring situation once he knows. If this candidate does not work out, we
42 will wait and look to post the position again in six months or so. In the meantime, we will continue
43 to work with the consultant. Bard asked if Charlie has any insight on why the hiring process is
44 proving to be so challenging. Charlie explained there are a lot of options for these types of positions
45 right now and many have a higher salary than we can offer. Also, the work is challenging. It is hard
46 to find people who are willing to move into this role. Charlie thinks if this doesn't work out, we will
47 wait and look for this again in 6 months.
48

Charlie let members know we recently filled the open Business Office Associate position and the open Planner position. Our new Business office Associate, McKenzie Spear will begin next week. Our new planner, Darren Schibler, is currently a town planner in Essex and will join the CCRPC November 1, 2022.

7. Board Training:

Charlie said he held a training session for new Board members prior to the start of the September Board meeting. He said the training focused on the work program. Mike Bissonnette suggested we add an overview on Municipal Dues, specifically how we use the Equalized Education Grand list for calculations. Chris Shaw suggested using visual tools like a pie chart or a graph to give a broader overview of where funds come from for the corresponding projects. Bard said we might contemplate onboarding new Board members in a similar fashion to how we onboard staff. Mike O'Brien said it might be helpful to explain funding; that the term "fiscally constrained" always challenged him. Charlie said he will review how the work program is created and how funds are set. Bard said, to address some of the questions people might have, an org chart that describes the roles and responsibilities set in a PowerPoint presentation. Charlie said yes, we are already using this approach for the training sessions. Charlie said part of the orientation points new members to the CCRPC website where many of these suggested items are posted and explained.

Members suggested we feature and introduce staff members at our Board meetings, as it might be nice if the Board can get to know a bit more about the staff and the various projects they are working on. Eleni suggested we might introduce project overviews and then introduce the staff members who are associated with the projects.

8. Chair/Executive Director Report:

a. Chittenden County – Communication Union District.

Charlie said we are working with Shelburne, South Burlington, Williston, Essex, and Essex Junction to create a Communications Union District. Towns need a "Yes" vote on the CUD article on the November. Membership in a CUD poses no financial risk to the town or individual taxpayers, by state statute, meaning taxpayer dollars will not be used and if the CUD fails, no liability falls to the member towns or taxpayers. Charlie said there are other towns are serviced by FairPoint and/or other fiber networks, and forming the CUD appears to be the only way to get Broadband funding into Chittenden County. More information can be found on our website through the following link: <https://www.ccrpcvt.org/our-work/broadband/>

b. Audit Update

Forest said we had another clean audit for FY22. He asked the auditors if there were any issues and they said there were no findings. The overall bottom line number got better. There was some unrecognized revenue that was booked at year end. On the other hand, there was an accounting rule change effective this year. It has to do with the way public entities need to treat leases. They are essentially treated more like a long-term loan or a mortgage where the cost is amortized and there is interest expense. This rule will only apply to our office space lease. The copier and EV leases are too small to apply this new rule. The net effect of the rule was to add "rent" expense to FY22. Forest stated that he hopes Fred will discuss this more at the board meeting, as the new rule is somewhat confusing. All in all, Forest feels this was a very positive result. Chris asked what the score for the three-

Meeting Minutes

month cash reserve policy. Forest said this is a CCRPC goal or policy, and not necessarily something Sullivan, Powers & Co evaluates or issues an opinion on. Charlie said we've been at approximately a month and half reserve. Applying the FY22 surplus to the reserve account will bring us closer to a two-month reserve.

- c. Act 250/248 JAM GOLF: Charlie wanted to provide an update on the JAM GOLF, LLC; South Burlington correspondence. He said South Burlington residents have formally submitted an appeal. Our attorneys with Stitzel Page & Fletcher, have submitted a notice of appearance. Charlie said we continue to provide updates as it progresses.

9. Draft Board Agenda: Chris Shaw reviewed the October Board meeting agenda included in the packet with members. Members discussed adding CCRPC staff introductions.

10. Other Business: Non needed

11. Executive Session: None needed.

12. Adjournment: MIKE O'BRIEN MADE A MOTION, SECONDED BY BARD HILL, TO ADJOURN THE MEETING AT 7:10 PM. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Amy Irvin Witham

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
JOINT EXECUTIVE and FINANCE COMMITTEE MEETING MINUTES
DRAFT

DATE: Wednesday, September 7, 2022

TIME: 5:45 PM

PLACE: Remote Attendance via ZOOM

PRESENT: Catherine McMains, Chair Bard Hill, Secretary/Treasurer

Michael Bissonette, at large <5000 Jacki Murphy, at large >5000

Jeff Carr, Shelburne/Finance Comm.

ABSENT: Chris Shaw, Vice-Chair Mike O'Brien, Immediate Past Chair

STAFF: Charlie Baker, Executive Director Taylor Newton, Planning Prog. Mgr.

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

1. Call to Order, Attendance. The Executive Committee meeting was called to order at 5:48 PM by the Chair, Catherine McMains.

2. Changes to the Agenda, Members items. There were no changes.

3. Approval of the August 3, 2022, Joint Executive and Finance Committee Meeting Minutes
MIKE BISSONETTE MADE A MOTION, SECONDED BY BARD HILL, TO APPROVE THE AUGUST 3, 2022, JOINT EXECUTIVE & FINANCE COMMITTEE MINUTES AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

Catherine turned the meeting over to Bard Hill for the Finance Committee items at 5:51 PM.

4. Financial Update

a. Journal Entries – April - June 2022

Forest referred members to the Journal Entries dated April 2022 through June 2022.

JEFF CARR MADE A MOTION, SECONDED BY BARD HILL, TO APPROVE THE QUARTERLY JOURNAL ENTRIES FOR APRIL THROUGH JUNE 2022. MOTION CARRIED UNANIMOUSLY.

Jeff asked Forest what the Muni-Bond Bank journal entry was. Forest explained this is a small contract we have with the Vermont Municipal Bond Bank that Pam Brangan works on. Charlie further explained the Municipal Bond Bank has needed GIS Mapping work done over the last two or so years and contracted with us.

b. FY22 Year End Report

Forest referred members to the memo included with the packet and provided a financial overview covering the period of April 2022 through June 2022. Jeff asked why there was such a high receivables balance; Forest explained we are booking a lot to June 30, particularly with a high volume of consultant invoices for the late fiscal year VTRANS billings.

Balance Sheet, as of June 30, 2022.

- Cash in checking (Operating): \$152,962
- Cash in Money Market (Reserve): \$307,069
- Current assets over Current liabilities: \$794,115
- Deferred Income Communities/Match: \$0

Forest explained we ended with an estimated surplus of just over \$69,000. Of this amount, \$47,000 was from booking “unused” local dues as revenue at the end of the fiscal year and the remaining \$22,000 was due to operations. Jeff asked if match dollars are usually for the transportation projects? Forest said for the most part, yes. Jeff also asked if these figures are considered typical or if it is unusually favorable due to continuing effects of Covid. Charlie and Forest agreed it would be hard for us to drive the figures any lower; there is generally a lag, since projects never start exactly on July 1st, we always play bit of catch up in terms of when a project wraps up. Overall, Jeff thinks the financial performance is excellent and everything points to a highly successful year. Charlie said dues are the only non-obligated funds and these excess funds are moved to the reserve account to protect municipalities. Jeff said this all makes sense to him. He gave kudos to CCRPC staff and said the final numbers are very impressive and are some of best figures he has ever seen for the CCRPC.

Forest continued and said the cash flow sheet shows significant cash balances over the initial projections, which were conservative. The CCRPC is receiving more cash disbursements up front, rather than strictly reimbursed funds. ACCD paid a full Pandemic Response allotment of \$75,000 in the beginning of the fiscal year. The ACCD Energy Implementation dollars are being paid quarterly, like regular ACCD funds, but they represent an additional \$32,000 in cash each quarter. ACCD Brownfields funds are also advanced. The unaudited results show July 1, 2021, with \$167,322 in the bank and on June 30, 2022, the fiscal year ended with \$460,031. We made it through the entire fiscal year without drawing from the reserve. Given the relatively healthy cash balance in the checking account, Forest said we should consider transferring some of the FY22 gains into the Money Market account to continue to grow the reserves.

Bard asked what it means to move funds into reserve? Charlie explained, unless there is some other direction from the Executive Committee, we would transfer a reasonable amount we don't think we will need to use into the Money Market account. We will look at this more closely once the audit is complete. We will transfer an amount that will not affect the cash flow. Bard asked if both the money market account and the checking account were interest bearing. Forest explained the checking account does not yield any significant amount of interest.

The financial portion of the meeting concluded at 6:12 PM. Jeff said goodbye to everyone and excused himself from the meeting.

5. Act 250 & Section 248 Applications.

a. 3 Community Drive, South Burlington, 45-day Notice of Application (#22-3278-AN)

Taylor referred members to the 45-day Notice Application to be submitted to Michael Herbert, South Burlington Tech Park BESS 1 LLC, for the construction of a 4.999 MW Battery Energy Storage System (BESS) to be located on Community Drive in South Burlington, Vt. After review, the CCRPC finds the project is in conformance with the Planning Areas of the 2018 Chittenden

County ECOS Plan, which gained a determination of energy compliance from the Vt. Department of Public Service. The review indicates the following constraints may be impacted by the project:

- One State known constraint - River Corridors
- One State possible constraints: Agricultural and Hydric Soils
- One Local possible constraints: Riparian Connectivity
- One Local known constraint: Water Protection Buffers

These comments are based on information currently available; we may have additional comments as the process continues. We understand the project may change between the submittal of the advance notice and the final petition. CCRPC will review the project location again with each new submittal to confirm our findings.

JACKI MURPHY MADE A MOTION, SECONDED BY BARD HILL, TO APPROVE THE 45-DAY NOTICE APPLICATION LETTER, AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

b. 0 Mercier Drive, Colchester, Section 248 Full Petition (#22-3302-NMP)

Taylor referred members to the 45-day Notice letter, to be submitted to Aegis Renewable Energy included with the packet. He said this is a full petition and we have seen this project before. The project is for the construction of a 150kW solar array located at 0 Mercier Drive in Colchester, VT. The parcel is owned by the Town of Colchester.

CCRPC finds the proposed project meets suitability and constraints policies of the 2018 Chittenden County ECOS Plan, provided a wetlands permit is received from the Vt. Agency of Natural Resources. These comments are based on information currently available; we may have additional comments as the process continues. We understand the project may change between the submittal of the advance notice and the final petition. CCRPC will review the project location again with each new submittal to confirm our findings.

Jacki asked what a typical response to this type of letter is? Do they actively work to mitigate the concerns raised by the CCRPC. Taylor explained yes and updates are typically outlined at the full petition stage. He further explained if the issues are directly addressed, it will be noted in the full petition. Jacki said she had a slight concern if there is a conflict of interest, since she is the CCRPC Board representative for Colchester? Members agreed, it is not a conflict, it is fine as the CCRPC is not the final approval, we are simply reviewing and pointing out areas of concern.

BARD HILL MADE A MOTION, SECONDED BY MICHAEL BISSONETTE, TO APPROVE THE SECTION 248 FULL PETITION LETTER, AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

6. Equity Advisory Committee Update

Charlie said we have been working to expand the Equity Advisory Committee. Currently the committee is comprised of 3 Board members and 3 Staff members, and we want to add community members. We have solicited our communities and received a tremendous response; currently we have 24 people who are interested. Our equity consultant, Creative Discourse, suggested we hold a workshop on September 10 with those interested. The workshop has two goals; first, to prioritize the equity work, and second, to allow people to establish familiarity with the CCRPC. The workshop will allow greater flexibility and opportunities for participation, as some people may not be able to meet the time demands of serving on the committee. Charlie said he wanted to thank Jacki Murphy,

Mike O'Brien, and Elaine Haney for their commitment to the Equity Advisory Committee. He said for the October meeting he hopes we have a slate of candidates to submit for approval by the Board. Charlie said the process is slow; Creative Discourse describes it as, 'moving at the speed of trust'. We simply need to slow down and take our time with this process. Charlie said we are still working out some of the details within the focus of our Equity Training.

Members discussed some of the terminology presented in recent equity training sessions. Charlie said he will follow up with Sue at Creative Discourse.

7. Community/Board Appointments Recommendations

Charlie noted that we have two candidates to fill the Socio-Econ/Housing board seats, Bruce Wilson, and Katherine "Deac" Decarreau. Deac is currently the Executive Director for the Winooski Housing Authority. Bruce is the director of the non-profit, Arts So Wonderful. Bruce has expressed a great deal of interest in working with the CCRPC at some capacity. Members discussed the current appointments and ways to accommodate everyone who is interested. Charlie said he will reach out to Jesse Bridges (currently the alternate for the Socio-Economic-Housing committee). If Jesse wants to step down, it will potentially open space for Bruce Wilson to step in as the member and allow Deac to be the alternate. Jacki noted Jeff Carr is listed under the Board Development Committee as a member for Essex and needs to be updated to Shelburne. Charlie will correct that.

8. Board Training:

Charlie reminded members we will hold the typical general RPC/Board Training sessions again this fall. He asked everyone for requests and/or input. Members agreed these training sessions are essential. Catherine said it is very necessary considering we have new Board members.

9. Chair/Executive Director Report:

a. ECOS Regional Plan/CEDS/MTP update

Charlie said we have been working to get the regional plan and its companion plans together. We are working hard over the coming weeks to get a draft ready for public review. He noted that we will be updating the plan content around equity and asking the Equity Advisory Committee to review. He is hopeful the committee can help guide this area and ensure the language and intent are clear regarding equity. Michael asked about the timeline for review; he wonders if March works better than February since Town Meeting Day is held in March? Charlie said the plan need two public hearing cycles and the timeframe is currently from February to April for a June vote. Essentially this is available for full public review from Mid-January through June.

b. Chittenden County Communications Union District

Charlie said the Vermont Broadband Board and staff are very supportive of the CUD. They are supporting a study to develop a plan for delivering broadband throughout the county. Five of our municipalities have this on the ballot for November: Essex, Essex Junction, Shelburne, South Burlington, and Williston. This is mostly an issue in central and northern Chittenden County. The southern part of the county is well served by Waitsfield Telecom.

c. Staffing update: Charlie reminded members that we added two positions at the end of the last fiscal year; an Equity Manager and a Business Office Associate and both positions are still open. We currently have 20 candidates for the Equity Manager position. Although the Business Office Associate position was filled, the person we hired has since resigned. We are

- 1 advertising this as a flexible position that could be between 20 to 40 hours a week.
2 Additionally, with Regina's departure and Taylor's promotion to Planning Program Manager,
3 we are also advertising to fill the planner position vacancy. This will also be somewhat
4 flexible, from Planner to a Senior Planner level, but we would like to hire someone with
5 municipal planning experience. Charlie hopes to have more updates at the next meeting.
6
- 7 d. Compensation Study update: Charlie said has had staff inquire about an upgrade to the
8 current pay ranges. We have some staff who are at the top of their pay range. Charlie
9 reminded everyone we typically have a compensation study every 5 years; the next one is
10 due in 2024. Member discussion ensued. Charlie said he would like to see how the current
11 inflationary cycle plays out and wait until winter of 2024 but wants feedback from the
12 Executive Committee. Members thought it would be best to wait and conduct the next
13 compensation study in 2024. Catherine suggested looking at the 2019 consultant
14 recommendations to see if there is an opportunity for an earlier adjustment.
15
- 16 10. Draft Board Agenda: Charlie reviewed the September Board agenda that was included in the packet
17 with members.
18
- 19 11. Other Business: Charlie said he hopeful that the Legislative Breakfast can be held as an in-person
20 meeting this year. If for some reason it is not possible, it will be held over Zoom, since there are too
21 many participants to be set up as hybrid.
22
- 23 12. Executive Session: None needed.
24
- 25 13. Adjournment: MICHAEL BISSONETTE MADE A MOTION, SECONDED BY BARD HILL, TO ADJOURN THE
26 MEETING AT 7:27 PM. MOTION CARRIED UNANIMOUSLY.
27
- 28 Respectfully submitted,
29 Amy Irvin Witham

September 8, 2022

Michael Herbert
South Burlington Tech Park BESS 1 LLC
1201 Wilson Blvd, FL 27
Arlington, VT 22209

Re: Community Drive – South Burlington – 45-day Notice of Application (#22-3278-AN)

Dear Mr. Leckey,

The Chittenden County Regional Planning Commission (“CCRPC”) is in receipt of the 45-day notice of application submitted by South Burlington BESS 1 LLC for the construction of a 4.999 MW Battery Energy Storage System (BESS) to be located on Community Drive in South Burlington, VT. CCRPC has reviewed this project’s conformance with CCRPC’s 2018 Chittenden County ECOS Plan, which gained a Determination of Energy Compliance from the Vermont Department of Public Service on August 9, 2018.

ECOS Energy Goal

CCRPC finds that this project meets the intent of the Energy Goal (Goal #17) of the *2018 ECOS Plan*: “Move Chittenden County’s energy system toward a cleaner, more efficient and renewable system that benefits health, economic development, and the local/global climate by working towards the State’s Comprehensive Energy Plan goals.”

Strategy 2, Action 4b of the ECOS Plan states “CCRPC supports the generation of new renewable energy in the County to meet the Vermont Comprehensive Energy Plan’s goals of using 90% renewable energy by 2050, in a manner that is cost effective and respects the natural environment.” Development of this battery storage system helps implement this action.

The Plan’s suitability policies help determine whether projects are cost effective, and the Plan’s constraint policies help determine whether projects respect the natural environment:

Suitability Policies

The *2018 ECOS Plan* recommends the location of renewable energy generation facilities, including battery storage facilities, in appropriate locations, as defined by the policies in Strategy 2, Action 4b. The project as proposed meets the following suitability policy:

1. Locate energy generation proximate to existing distribution and transmission infrastructure with adequate capacity and near areas with high electric load (See Green Mountain Power’s Solar Map and Burlington Electric Department’s Distributed Generation Map). The proposed project is located next to a Green Mountain Power substation in an area of high electric load.

CCRPC finds that the location of this project meets the suitability policies of the 2018 ECOS Plan.

Constraints Policies

The *2018 ECOS Plan* states that development should be located to avoid state and local known constraints that have been field verified, and to minimize impacts to state and local possible constraints that have been field verified (Strategy 3, Action 1.f and Strategy 4, Action 1.f and Action 2.e). Our review indicates that one State known constraint may be impacted by the project:

- River Corridor: Part of the proposed facility is located near the River Corridor along Muddy Brook. CCRPC requests that the full petition confirm that no new infrastructure will be located within the River Corridor; unless approval is received from the Vermont Agency of Natural Resources.

Our review indicates that one local known constraint may be impacted by the project:

- Water Protection Buffers: The proposed project may be located in a locally designated water protection buffer along Muddy Brook. CCRPC will defer to the City of South Burlington in determining the impact of development on this constraint.

Our review indicates that one State possible constraint may be impacted by the project:

- Agricultural Soils and Hydric Soils: The proposed project appears to be located on primary agricultural soils. CCRPC requests that impacts to the agricultural soils be minimized in accordance with the recommendations of the Vermont Agency of Agriculture, Food, and Markets.

Our review indicates that one local possible constraint may be impacted by the project:

- Riparian Connectivity: The proposed project may be located within a locally designated constraint designed to protect local riparian habitat connectivity. CCRPC will defer to the City of South Burlington in determining the impact of development on this constraint.

These comments are based on information currently available; we may have additional comments as the process continues. We understand that the project may change between the submittal of the advance notice and the final petition. CCRPC will review the project location again with each new submittal to confirm our findings.

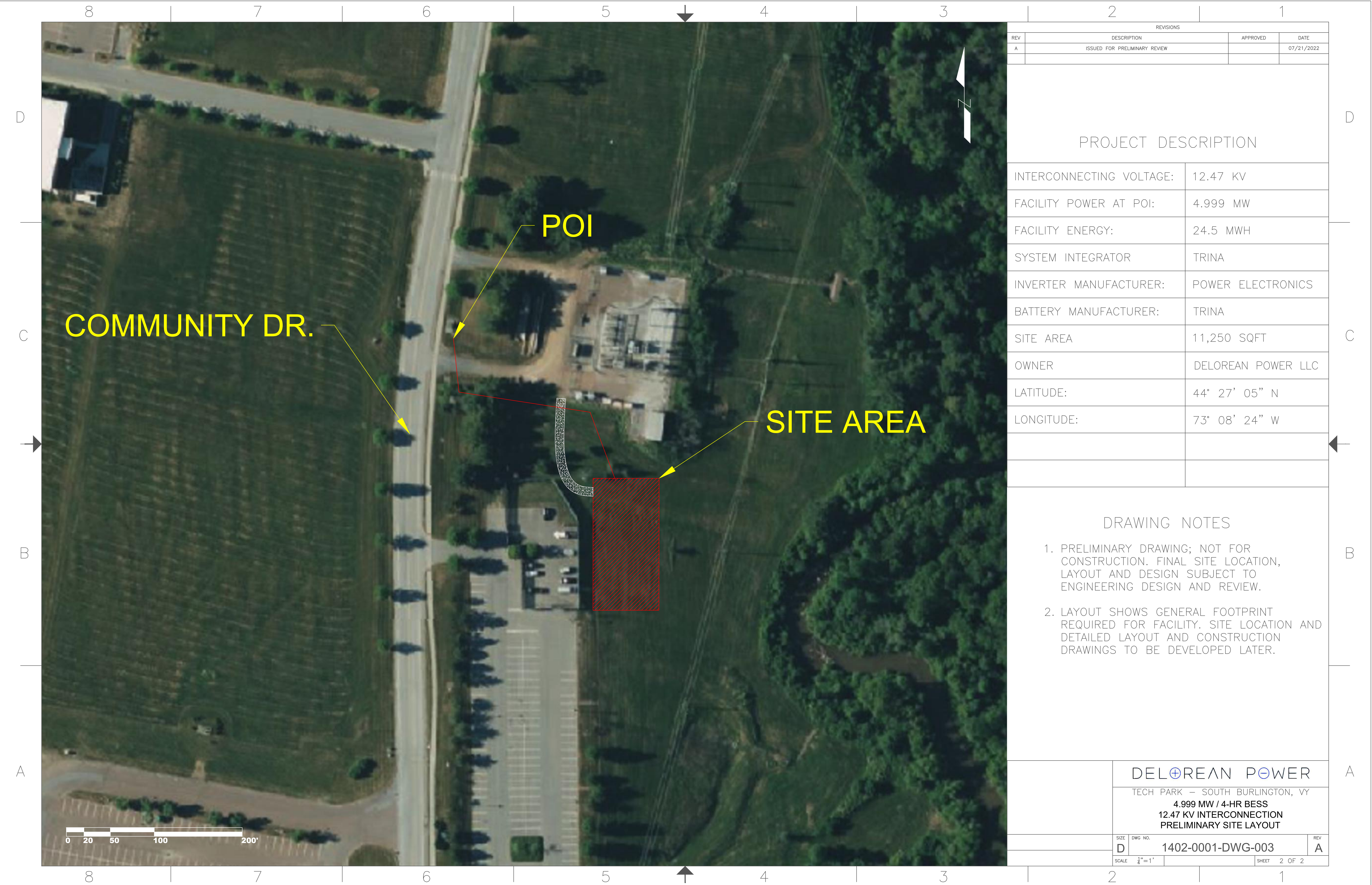
Please feel free to contact me with any questions.

Sincerely,

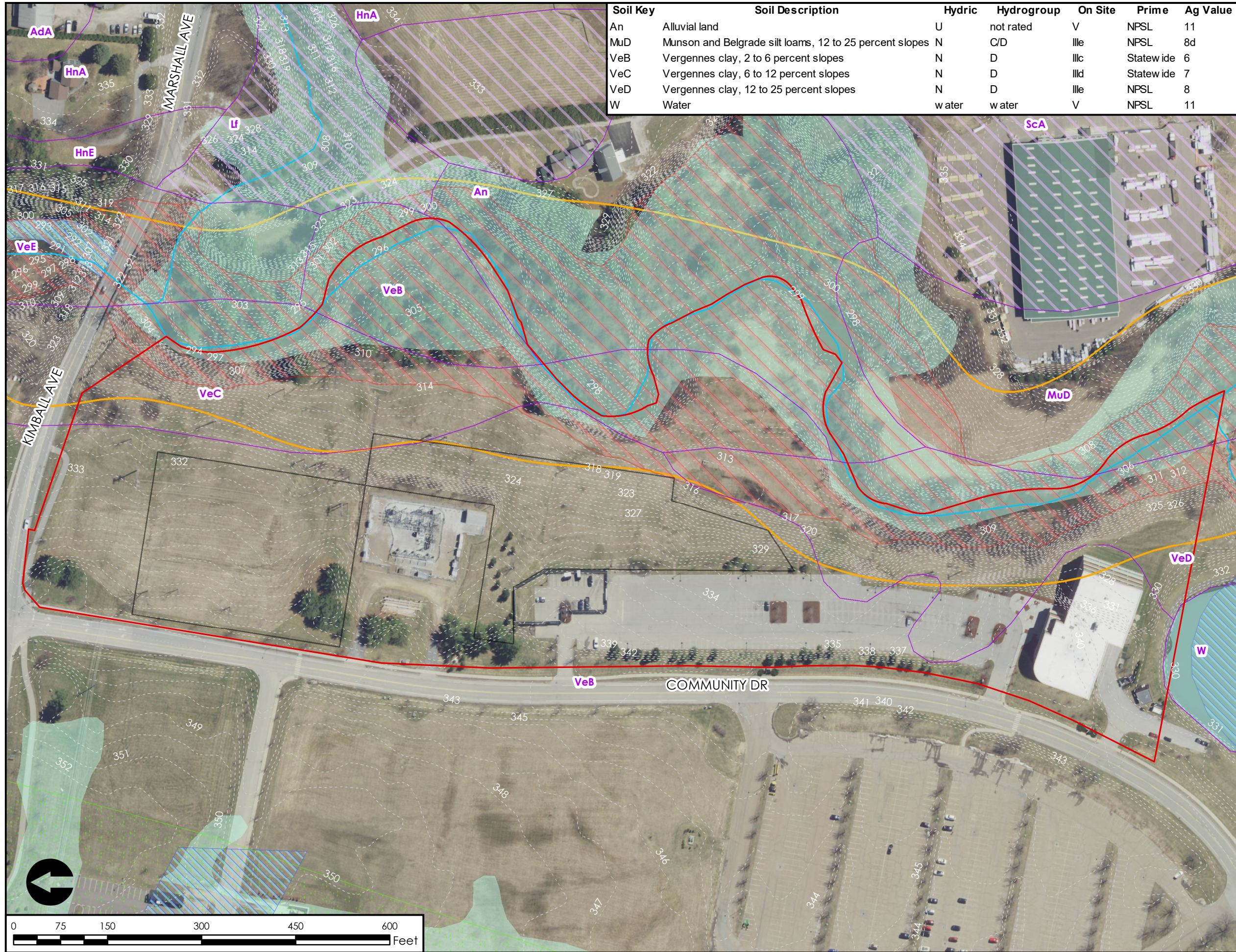
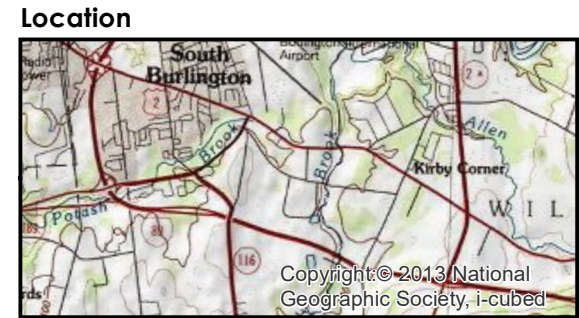
Charlie Baker
Executive Director

CC: CCRPC Board, Jessie Baker - City Manager





REVISIONS			
REV	DESCRIPTION	APPROVED	DATE
A	ISSUED FOR PRELIMINARY REVIEW		07/21/2022
PROJECT DESCRIPTION			
INTERCONNECTING VOLTAGE:		12.47 KV	
FACILITY POWER AT POI:		4.999 MW	
FACILITY ENERGY:		24.5 MWH	
SYSTEM INTEGRATOR		TRINA	
INVERTER MANUFACTURER:		POWER ELECTRONICS	
BATTERY MANUFACTURER:		TRINA	
SITE AREA		11,250 SQFT	
OWNER		DELOREAN POWER LLC	
LATITUDE:		44° 27' 05" N	
LONGITUDE:		73° 08' 24" W	
DRAWING NOTES			
1. PRELIMINARY DRAWING; NOT FOR CONSTRUCTION. FINAL SITE LOCATION, LAYOUT AND DESIGN SUBJECT TO ENGINEERING DESIGN AND REVIEW.			
2. LAYOUT SHOWS GENERAL FOOTPRINT REQUIRED FOR FACILITY. SITE LOCATION AND DETAILED LAYOUT AND CONSTRUCTION DRAWINGS TO BE DEVELOPED LATER.			
		DELOREAN POWER	
		TECH PARK — SOUTH BURLINGTON, VY 4.999 MW / 4-HR BESS 12.47 KV INTERCONNECTION PRELIMINARY SITE LAYOUT	
		SIZE D	REV A
		DWG NO. 1402-0001-DWG-003	
		SCALE 1/4" = 1'	SHEET 2 OF 2



Soil Key	Soil Description	Hydric	Hydrogroup	On Site	Prime	Ag Value
An	Alluvial land	U	not rated	V	NPSL	11
MuD	Munson and Belgrade silt loams, 12 to 25 percent slopes	N	C/D	Ille	NPSL	8d
VeB	Vergennes clay, 2 to 6 percent slopes	N	D	Ille	Statewide	6
VeC	Vergennes clay, 6 to 12 percent slopes	N	D	Ille	Statewide	7
VeD	Vergennes clay, 12 to 25 percent slopes	N	D	Ille	NPSL	8
W	Water	water	water	V	NPSL	11

Legend

- Contour (1')

Project Area (19.8 ac)

Lease Area

NRCS Soils

NRCS Hydric Soils

Surface Water SPA*

VHD Stream

VHD Open Water

River Corridor

State Significant Wetlands

Wetlands Advisory
- FEMA Flood Zone**

A

AE*

No Data*

Ground Water SPA*

Floodway*

Class A Watershed*

Deer Wintering Areas*

Indiana Bat Hibernacula*

Uncommon Species*

RTE Species*

Significant Natural Community*

* = Layer does not occur within the map extent.

** = FEMA Flood Zone layer contains FEMA-digitized data only. Some locations may not have data.

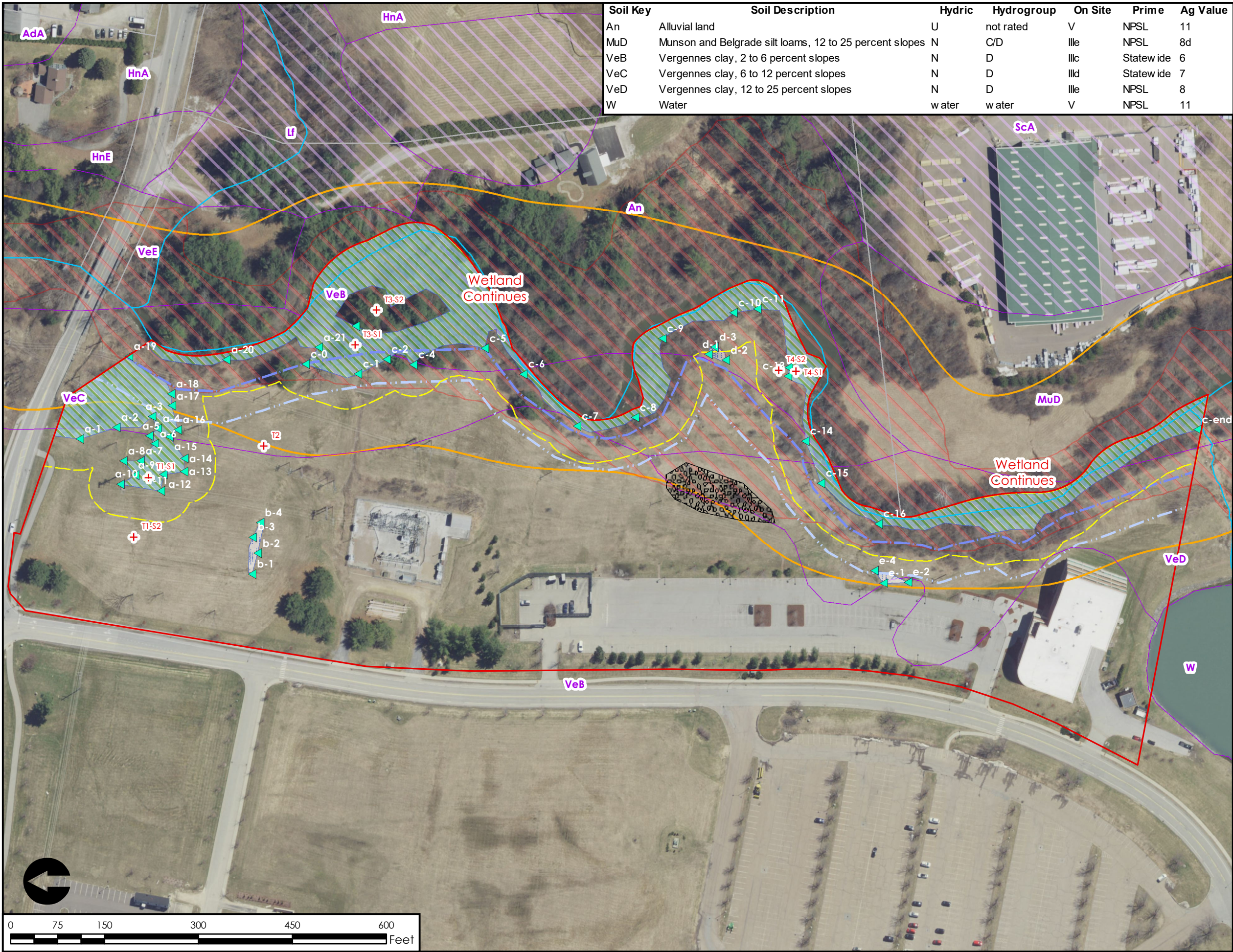
Sources: Aerial Imagery by VCGI (Various dates); Streams by VHD (2018); VT E911 Roads (2019); VT Significant Wetland by ANR (2021); Soils by NRCS (2021); Contours by VCGI & CCRPC (Various dates); RTE Species and Natural Community by VT Fish & Wildlife (2020); Uncommon Species by VT Fish & Wildlife (2020). Tax Parcel Boundary compiled by VCGI; Deer Wintering Area by ANR (2020); River Corridor by ANR (2019); Groundwater & Surface Water Protection Areas by ANR (2019); All other layers by TCE (2021).

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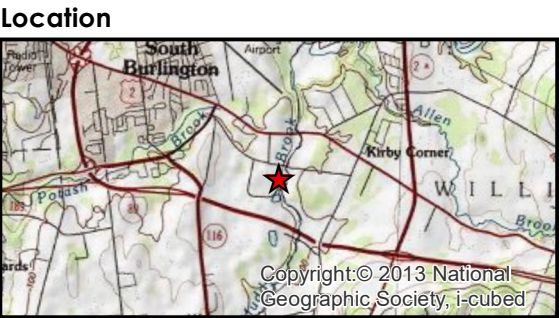
**Delorean
Community Drive
South Burlington, VT**

Natural Resource Map

Project: 20-114
Prepared By: BJL
05/21/2021
1 inch = 150 feet



Soil Key	Soil Description	Hydric	Hydrogroup	On Site	Prime	Ag Value
An	Alluvial land	U	not rated	V	NPSL	11
MuD	Munson and Belgrade silt loams, 12 to 25 percent slopes	N	C/D	Ille	NPSL	8d
VeB	Vergennes clay, 2 to 6 percent slopes	N	D	Ille	Statewide	6
VeC	Vergennes clay, 6 to 12 percent slopes	N	D	Ille	Statewide	7
VeD	Vergennes clay, 12 to 25 percent slopes	N	D	Ille	NPSL	8
W	Water	water	water	V	NPSL	11



Legend

- Tax Parcel Boundary
- Project Area (19.8 ac)
- Storm Detention Pond
- Sample Point
- Wetland Flagging
- TCE Wetland Delineation (2.66 ac)
 - Class II (2.62 ac)
 - Class III (0.4 ac)
 - Class II Wetland Buffer (50 ft)
- Top of Bank Delineation
- Top of Bank Buffer (50 ft)
- NRCS Soils
- NRCS Hydric Soils
- VHD Stream
- VHD Open Water
- River Corridor
- FEMA Flood Zone
 - A
 - AE*
 - No Data*

The Wetland Delineation shown on this plan was performed on 05/21/2021 according to the standards of the 1987 US Army Corps of Engineers and the 2012 Regional Supplement. This delineation was performed by Brittany LeBeau.

* = Layer does not occur within the map extent.

** = FEMA Flood Zone layer contains FEMA-digitized data only. Some locations may not have data.

Sources: Aerial Imagery by VCGI (Various dates); Streams by VHD (2018); VT E911 Roads (2019); VT Significant Wetland by ANR (2021); Soils by NRCS (2021); Contours by VCGI & CCRPC (Various dates); RTE Species and Natural Community by VT Fish & Wildlife (2020); Uncommon Species by VT Fish & Wildlife (2020). Tax Parcel Boundary compiled by VCGI; Deer Wintering Area by ANR (2020); River Corridor by ANR (2019); Groundwater & Surface Water Protection Areas by ANR (2019); All other layers by TCE (2021).

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Delorean
Community Drive
South Burlington, VT

Wetland Delineation Map

Project: 20-114
Prepared By: BJL
05/21/2021
1 inch = 150 feet

September 8, 2022

Eric Phaneuf
Aegis Renewable Energy
340 Mad River Park, Suite 6
Waitsfield, VT 05673

Re: 0 Mercier Drive – Petition (#22-3302-NMP)

Dear Mr. Phaneuf,

The Chittenden County Regional Planning Commission (“CCRPC”) is in receipt of the petition submitted by Aegis Renewable Energy for the construction of a 150kW solar array to be located at 0 Mercier Drive in Colchester, VT. The subject parcel is owned by the Town of Colchester. CCRPC has reviewed this project’s conformance with CCRPC’s 2018 Chittenden County ECOS Plan, which gained a Determination of Energy Compliance from the Vermont Department of Public Service on August 9, 2018.

ECOS Energy Goal

CCRPC finds that this project meets the intent of the Energy Goal (Goal #17) of the *2018 ECOS Plan*: “Move Chittenden County’s energy system toward a cleaner, more efficient and renewable system that benefits health, economic development, and the local/global climate by working towards the State’s Comprehensive Energy Plan goals.”

Strategy 2, Action 4b of the ECOS Plan states “CCRPC supports the generation of new renewable energy in the County to meet the Vermont Comprehensive Energy Plan’s goals of using 90% renewable energy by 2050, in a manner that is cost effective and respects the natural environment.” Development of this solar facility helps implement this action.

The Plan’s suitability policies help determine whether projects are cost effective, and the Plan’s constraint policies help determine whether projects respect the natural environment:

Suitability Policies

The *2018 ECOS Plan* recommends the location of renewable energy generation facilities in appropriate locations, as defined by the policies in Strategy 2, Action 4b. The project as proposed meets the following suitability policies:

1. Locate energy generation proximate to existing distribution and transmission infrastructure: The proposed facility is located adjacent to existing distribution infrastructure.
2. Locate solar generation (including but not limited to net metering) on previously impacted areas: The project is proposed for an abandoned gravel pit.
3. Locate ground-mounted solar larger than 15 kW...outside of state designated village centers: The project is not located within a designated center.

4. Locate ground-mounted solar generation, and small-scale wind (1 or 2 turbines, up to 50 meters (164 ft.) in Chittenden County's areas planned for growth: The project is located in an area located within close proximity to land planned for growth.

CCRPC finds that the location of this project meets the suitability policies of the 2018 ECOS Plan.

Constraints Policies

The *2018 ECOS Plan* states that development should be located to avoid state and local known constraints that have been field verified, and to minimize impacts to state and local possible constraints that have been field verified (Strategy 3, Action 1.f and Strategy 4, Action 1.f and Action 2.e).

Our review of the 45-day notice of application indicated that one local known constraint may be impacted by the project (Steep Slopes 20% or greater) and that one State possible constraints may be impacted by the project (agricultural/hydric soils). In the full petition, the applicant directly addressed the location of each constraint in proximity to the proposed project, their correspondence with State agencies regarding each constraint, and their strategy to avoid or mitigate impacts to each constraint.

Our review of the full petition indicates that an additional local known constraint and a State possible constraint will be impacted by the proposed project. These constraints were not identified in the 45-day notice of application:

- Class 2 Wetlands and Wetland Buffers: The proposed facility is partially located in a Class 2 wetland and its buffer. The wetland and the wetland buffers are both a State possible constraint and a local known constraint. The petition indicates that the project is currently seeking a State wetlands permit from the Vermont Agency of Natural Resources.

Based on the information provided in the petition, the CCRPC finds that the proposed project meets constraints policies of the 2018 ECOS Plan provided a wetlands permit is received from the Vermont Agency of Natural Resources.

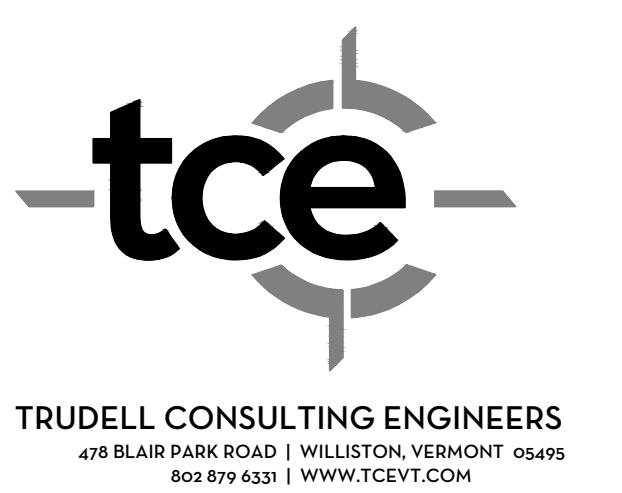
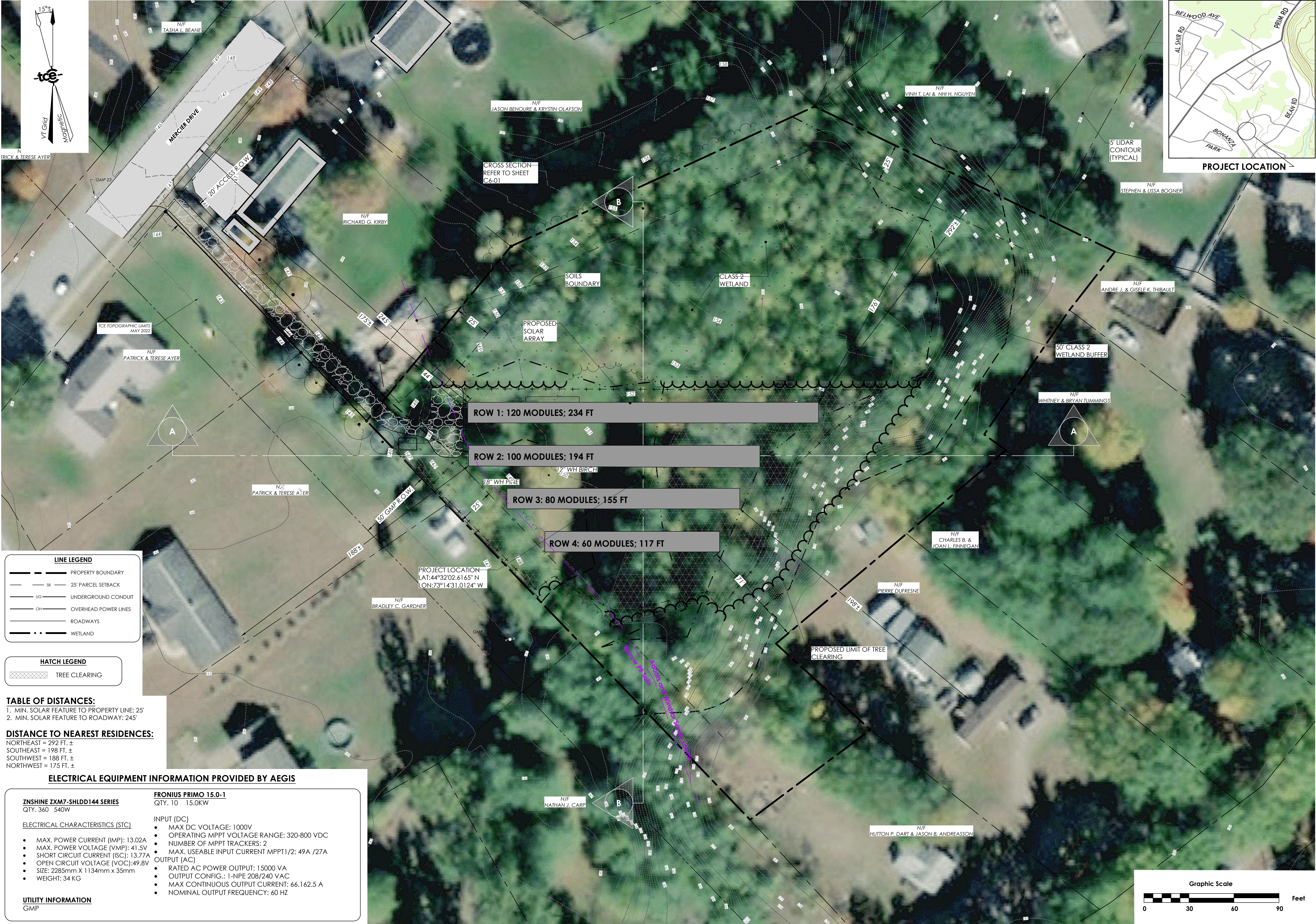
These comments are based on information currently available; we may have additional comments as the process continues. We understand that the project may change between the submittal of the advance notice and the final petition. CCRPC will review the project location again with each new submittal to confirm our findings.

Please feel free to contact me with any questions.

Sincerely,

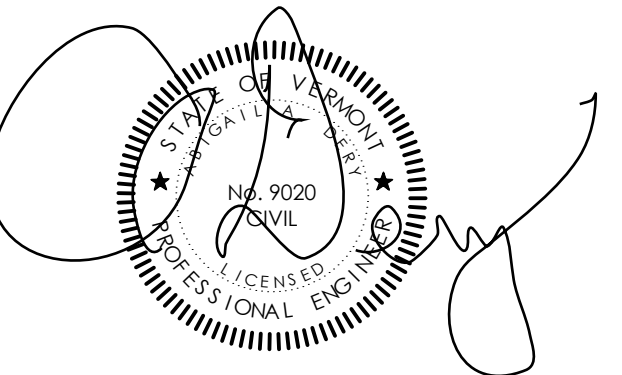
Charlie Baker
Executive Director

CC: CCRPC Board, Aaron Frank – Town Manager



Revisions	No.	Description	Date	By
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- PARCEL ID: 39-004002-0000000 SPAN: 153-048-17867
- Use of These Drawings
1. Unless otherwise noted, these Drawings are intended for preliminary planning, coordination with other disciplines or utilities, and/or approval from the regulatory authorities. They are not intended as construction drawings unless noted as such or marked approved by a regulatory authority.
 2. By use of these drawings for construction of the Project, the Owner represents that they have reviewed, approved, and accepted the drawings, obtained all necessary permits, and have met with all applicable parties/disciplines, including but not limited to, the Engineer and the Architect, to ensure these plans are properly coordinated including, but not limited to, contract documents, specifications, owner/contractor agreements, building and mechanical plans, private and public utilities, and other pertinent permits for construction.
 3. Owner and Architect, are responsible for final design and location of buildings shown, including an area measured a minimum five (5) feet around any building and coordinating final utility connections shown on these plans.
 4. Prior to using these plans for construction layout, the user shall contact TCE to ensure the plan contains the most current revisions.
 5. These Drawings are specific to the Project and are not transferable. As instruments of service, these drawings, and copies thereof, furnished by TCE are its exclusive property. Changes to the drawings may only be made by TCE. If errors or omissions are discovered, they shall be brought to the attention of TCE immediately.
 6. It is the User's responsibility to ensure this copy contains the most current revisions.



Project Title

Aegis Renewable Energy
0 Mercer Drive
Colchester, Vermont 05446

Sheet Title

Ortho Site Plan

Date:	08/12/2022
Scale:	1" = 30'
Project Number:	22-027
Drawn By:	RMP
Project Engineer:	AAD
Approved By:	
Field Book:	293

C2-01



Soil Key	Soil Description	Hydric
AdA	Adams and Windsor loamy sands, 0 to 5 percent slopes	N
AdD	Adams and Windsor loamy sands, 12 to 30 percent slopes	N
Br	Borrow pits	U
DdA	Duane and Deerfield soils, 0 to 5 percent slopes	N



TRUDELL

Consulting Engineers

802.879.6331 www.tcevt.com



Parcel Boundary (~2.82 ac)

Tax Parcel Boundary

Contours (1')

NRCS Soils

NRCS Hydric Soils*

Ground Water SPA*

Surface Water SPA*

VHD Stream*

VHD Open Water*

River Corridor*

Floodway*

Class A Watershed*

FEMA Flood Zone**

A*

AE*

No Data**

State Significant Wetlands*

Wetlands Advisory*

Deer Wintering Areas*

Indiana Bat Hibernacula*

Uncommon Species*

RTE Species*

Significant Natural Community*

Best of VT Imagery

RGB

Red: Band_1

Green: Band_2

Blue: Band_3

* = Layer does not occur within the map extent.

** = FEMA Flood Zone layer contains FEMA-digitized data only. Some locations may not have data.

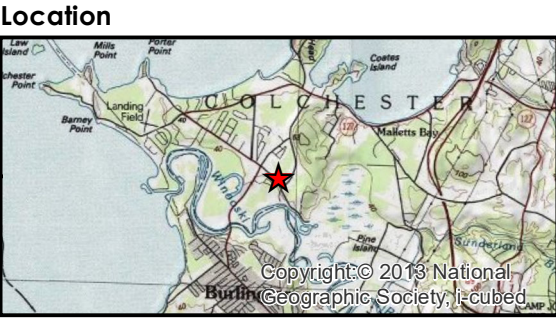
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Aegis
Mercier Drive
Colchester, VT

Natural Resources Map

Project: 22-027
Prepared By: ERL
05/04/2022
1 inch = 60 feet



Soil Key	Soil Description	Hydric
AdA	Adams and Windsor loamy sands, 0 to 5 percent slopes	N
AdD	Adams and Windsor loamy sands, 12 to 30 percent slopes	N
Br	Borrow pits	U
DdA	Duane and Deerfield soils, 0 to 5 percent slopes	N



- Legend**
- Parcel Boundary (~2.82 ac)
 - Proposed Access
 - Proposed Panel Layout
 - TCE Wetland Delineation (1.20 ac)
 - Wetland Buffer (50')
 - Wetland Data Point
 - Upland Data Point
 - Tax Parcel Boundary
 - Contours (1')
 - NRCS Soils

The Wetland Delineation shown on this plan was performed on 05/16/22 according to the standards of the 1987 US Army Corps of Engineers and the 2012 Regional Supplement. This delineation was performed by Sheila McIntyre of Trudell Consulting Engineers.

Sources: Aerial Imagery by VCGI (Various dates); VT E911 Roads (2019); Soils by NRCS (2021); Contours by VCGI & CCRPC (Various dates); Tax Parcel Boundary compiled by VCGI; All other layers by TCE (2021).

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**Aegis
Mercier Drive
Colchester, VT**

Wetland Delineation Map

Project: 22-027
Prepared By: ALD
08/05/2022
1 inch = 50 feet



VCGI

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
TRANSPORTATION ADVISORY COMMITTEE
MINUTES

DATE: Tuesday, October 4, 2022
TIME: 9:00 a.m.
PLACE: Virtual Meeting via Zoom

Members Present

Bryan Osborne, Colchester
Amy Bell, VTrans
Matthew Arancio, VTrans
Chris Jolly, FHWA
Bob Henneberger, Seniors
Norm Baldwin, Burlington
Dierdre Holmes, Charlotte
Barbara Elliott, Huntington
Aaron Martin, Essex
Ravi Venkataraman, Richmond
Sandy Thibault, CATMA
Tom Dipietro, South Burlington
Bruce Hoar, Williston
Jonathon Weber, Local Motion
Mary Anne Michaels, Rail
Chris Damiani, GMT

Adele Gravitz, Shelburne
Kurt Johnson, Underhill
Joss Besse, Bolton

Staff

Charlie Baker, Executive Director
Eleni Churchill, Transportation Program Manager
Bryan Davis, Senior Transportation Planner
Christine Forde, Senior Transportation Planner
Marshall Distel, Senior Transportation Planner
Chris Dubin, Senior Transportation Planner
Jason Charest, Senior Transportation Planning Engineer

Guest

Greg Goyette, Stantec
Mike Rutkowski, Stantec

1. Bryan Osborne called the meeting to order at 9:02 AM.

2. Consent Agenda

BARBARA ELLIOT MADE A MOTION TO APPROVE THE CONSENT AGENDA, SECONDED BY RAVI VENKATARAMAN. THE MOTION PASSED UNANIMOUSLY.

3. Approval of September 6, 2022 Minutes

BOB HENNEBERGER MADE A MOTION TO APPROVE THE MINUTES OF SEPTEMBER 6, 2022, SECONDED BY BARBARA ELLIOT. THE MOTION PASSED UNANIMOUSLY.

4. Public Comments

No comments from the public.

5. Winooski Traffic Calming Manual

Marshall Distel, CCRPC, introduced the project. The City of Winooski was interested in a manual that would introduce policies and procedures for traffic calming, and staff wanted to share the results in case other municipalities were interested. Greg Goyette, Stantec, introduced Mike Rutkowski who presented the project. Mike walked through the manual and process to formalize the traffic calming process. Education up front is important, define what traffic calming is and is not, explain why it's important, and showed examples of potential pilot projects. The manual introduces an evaluation process, which didn't exist previously. Street typologies are important because they serve different purposes and have different needs. The street typologies were used to create a table that can be used as a quick reference guide for different treatments for different circumstances. The pilot project section shows potential treatments for specific streets in Winooski.

Bryan Osborne asked about the speed warrants as a way to determine eligibility for traffic calming on a roadway. Mike said that if the 85th percentile speed is a certain amount over the speed limit, then it

1 warrants more investigation. This is similar for crash rates as a warrant. Bryan asked whether the amount
2 is 5 or 10 mph over the posted speed limit? Mike said that specific speeds are related to the type of street,
3 so it would be 5 mph over for Neighborhood Streets and 10 mph over for Collector Streets (see manual pg
4 14). Bryan asked about the public process and is there a limit on the number of projects a city can address
5 at one time. Mike said Burlington was encountering a lot of traffic calming requests, so the manual helps
6 provide guidance to determine how to prioritize projects rather than rely on first come, first serve process.
7 Bryan then asked about the monitoring process, and if the outcome didn't achieve the desired outcome,
8 are the traffic calming types increasingly aggressive. Mike notes that according to FHWA, a roundabout
9 is the most effective traffic calming device. Consideration also must be given to cost.

10
11 Adele asked about traffic tables versus speed bumps and the differences in impacts. Mike is not a fan of
12 speed bumps which can introduce aggressive behavior. Some places are going through a process to
13 remove speed bumps. Speed humps function similarly to raised crosswalks and raised intersections.
14 Education and signage can also help. Adele comments that she's had debates about the two designs and
15 their effectiveness. Mike notes that distracted driving is the number one cause of crashes so keeping
16 driving attention on the roadway is key. Greg Goyette added that the speed bump requires a significant
17 speed reduction, then speeding up until the next one, whereas speed humps better manage a slower
18 consistent speed.

19
20 Sandy observed a lack of transit pull offs on the Gateway street typology. Mike asked transit people in the
21 meeting if their drivers prefer pull outs or not. Chris Damiani, GMT, responded they typically don't use
22 pull outs, except for Shelburne Road, because it can be hard for drivers to see traffic behind to make a
23 safe return to the travel lane. If a pull out is located just beyond an intersection, then when the light turns
24 red the driver has a chance to return to the lane.

25
26 Bruce Hoar noted that specific traffic volumes don't seem to be included as a warrant. Greg notes that
27 heavy traffic volumes are included. Mike notes this is based on the percent of truck traffic on a type of
28 street; what you would expect on an interstate is higher than what you would expect on a local street.
29 Greg notes that this wasn't as high a metric as others, and that this manual is specific to Winooski so
30 while some treatments would be appropriate in other towns, others might not be (e.g., in more rural
31 areas).

32
33 Norm comment in chat: The neighborhood streets generally do not have turning radius and street widths
34 that do accommodate the larger class commercial vehicles. We [Burlington] are actively using Autoturn
35 to design intersections. Different Traffic calming devices have traffic volumes for guidance.

36
37 Adele says that in some communities, the main street is also a highway, so adding street trees may not be
38 allowed. If a town doesn't want to take over the road, is there a workaround to implement some of the
39 treatments? Greg says there are limitations given the maintenance required on state highways and
40 working with each district can have different results. Mike notes the myriad issues with Shelburne Road
41 such as inconsistent cross-section, level of development throughout corridor, and it's flat and straight
42 which leads to certain driver behaviors, so work with VTrans to come up with different options.
43 Streetscape elements like landscaping and lighting, as well as the presence of people, can help slow traffic
44 speeds.

45
46 Jonathon Weber in chat: In the short term, centerline crosswalk signs are one very low-cost option that
47 VTrans will sometimes allow. Adding that element in the middle of the road seems to slow drivers
48 somewhat and create more of a gateway treatment at crosswalks.

49
50 Marshall notes that other cities and towns can request a similar project through the next UPWP process.
51 The Winooski Traffic Calming Manual is available at: [https://studiesandreports.ccrpcvt.org/wp-](https://studiesandreports.ccrpcvt.org/wp-content/uploads/2022/10/Winooski_Traffic-Calming-Manual-Final.pdf)
52 [content/uploads/2022/10/Winooski_Traffic-Calming-Manual-Final.pdf](https://studiesandreports.ccrpcvt.org/wp-content/uploads/2022/10/Winooski_Traffic-Calming-Manual-Final.pdf).

6. Regional Park and Ride Plan

Marshall Distel, CCRPC, reminded the TAC of the Park and Ride presentation at their September meeting and highlighted some key differences from the 2011 Park and Ride Plan, which included a prioritized list of about 30 facilities. The new plan narrows the list down to 10 facilities, including one in Essex within the vicinity of the VT 117/289 interchange that was added following the September CCRPC Board meeting. Marshall reviewed the memo in the agenda packet which includes proposed facilities in the final Regional Park and Ride Plan for TAC consideration and recommendation to the Board. The Plan is available at: https://studiesandreports.ccrpcvt.org/wp-content/uploads/2022/09/Park_Ride_Plan_Update_2022_final.pdf

BRUCE HOAR MADE A MOTION THAT THE TAC APPROVE THE CHITTENDEN COUNTY PARK & RIDE PLAN AND SEND TO THE CCRPC BOARD FOR ADOPTION. THE MOTION WAS SECONDED BY BARBARA ELLIOTT. THE MOTION PASSED UNANIMOUSLY.

7. Municipal Roads General Permit Update

Chris Dubin, CCRPC, presented information about the new Municipal Roads General Permit (MRGP) program. The MRGP is being re-issued in January 2023 so there are requirements for cities and towns. Chris sent information about specific changes to his contacts in each city/town. A key change is an update in the implementation requirement, going from 15% of non-compliant roads needing to be improved over multiple years, to 7.5% annually needing to be compliant. The new scoring methodology is a bit more complicated, including a slope multiplier. Chris shared that with the change in implementation requirement, it doesn't result in more segments needing upgrading in Chittenden County municipalities. A second round of road erosion inventories will start in the summer of 2023, with a 2-3 year schedule to complete town-wide inventories.

Chris asked the TAC if members want to provide individual comments, or prefer to comment as a group? Chris doesn't not have his own comments to submit. Bruce said he will defer to his stormwater coordinator. Chris will be presenting this information to the Clean Water Advisory Committee (CWAC) next week so they will have this information as well, and we can defer to them for comments. Bryan Osborne supports that approach. Eleni asked if any TAC municipalities would like to be included in the round of inventories next summer? This question will also be posed to the CWAC next week.

8. 2023 Metropolitan Transportation Plan

Eleni Churchill, CCRPC, said that staff are updating various sections of the 2023 MTP and will bring an updated draft to the TAC in November or December. The Long Range Planning Committee (LRPC) provided good comments in September, which will be incorporated into the next draft. We will present a full draft at the January TAC meeting and seek their recommendation for the Board to consider. A memo describing an updated schedule is included in the TAC packet. The newly forming Equity Advisory Committee (EAC) will also review the draft MTP between January and March and provide comments with a focus on equity. Staff will be back to present the Draft MTP to the TAC and LRPC in April, then to the Board with a request to warn a public hearing. The goal is for MTP adoption in June 2023.

9. VPSP2 Update

Christine Forde, CCRPC, gave an update on the Vermont Project Selection and Prioritization Project (VPSP2) bridge project selections and TAC comments to VTrans, which is included in the TAC packet agenda item memo. One bridge was selected, and the table lists the remaining projects that were not selected. VTrans selected fewer bridges than anticipated based on a variety of factors. They anticipate selecting more bridges about a year from now. We can provide comments on the list, which does not need approval since it's already been submitted. The agenda item memo includes some comments that CCRPC will submit to VTrans and asked if TAC members have other comments to contribute.

Bryan Osborne asked that the road name be changed to Colchester Pond Road. Norm gave thanks for including the Queen City Park Road bridge. Adele asked if we can include equity or environmental

factors as part of the evaluation. Christine asked if Adele could provide specific wording. Christine questioned if there are water quality issues with the marina on the other side of Bay Road bridge. Adele asked Jason if there are projects from the recently completed Shelburne Walk Bike Study to include, Jason said he can't think of any at the moment.

BARBARA ELLIOT MADE A MOTION THAT THE TAC RECOMMEND COMMENTS PREPARED BY STAFF WITH EDITS BE FORWARDED TO THE BOARD FOR REVIEW AND RECOMMEND SUBMISSION TO VTRANS FOR CONSIDERATION IN THE VPSP2 PROCESS. THE MOTION WAS SECONDED BY SANDY THIBAUT. THE MOTION PASSED UNANIMOUSLY.

10. Status of Projects and Subcommittee Reports

See bulleted list at the end of the agenda for current CCRPC projects. TAC members are encouraged to ask staff for more information on the status of any of these on-going or recently completed projects.

11. CCRPC Board Meeting Report

In September the Board adopted the resolution of the 2022 Chittenden County Multi-Jurisdictional All Hazards Mitigation Plan, heard updates on the Regional Park and Ride Plan and the Active Transportation Plan, reviewed committee member assignments, heard an update on the Equity Advisory Committee formation, and miscellaneous updates from the Executive Director.

12. Chair/Members' Items

- **VTrans 2023 Municipal Highway and Stormwater Mitigation Projects** grant program: Application and program guide can be found at: <http://vtrans.vermont.gov/highway/Municipal-Highway-and-Stormwater-Mitigation-Program>. Electronic applications must be received before 1:00 p.m. October 7. Contact Ross.Gouin@vermont.gov.
- **EV Expo at the REV Conference** October 27 & 28 at the DoubleTree Hilton in South Burlington. Check out new vehicles. Potential opportunity to attend just the EV Expo without having to register for the whole conference. Contact Peggy O'Neill-Vivanco Peggy.ONeill-Vivanco@uvm.edu.
- **Diesel Emissions Reduction Act (DERA)** funding may be coming this fall: <https://dec.vermont.gov/air-quality/mobile-sources/diesel-emissions/vt-diesel-grant>. Contact Leigh Martin at (802) 261-0713 or leigh.martin@vermont.gov.

The next TAC meeting is scheduled for Tuesday, November 1, 2022.

BRUCE HOAR MADE A MOTION TO ADJOURN, SECONDED BY BARBARA ELLIOTT, APPROVED UNANIMOUSLY. The meeting adjourned at 10:09.

Respectfully submitted, Bryan Davis

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
CLEAN WATER ADVISORY COMMITTEE – DRAFT MINUTES

DATE: Tuesday, September 6, 2022
SCHEDULED TIME: 11 a.m. to 12:15 p.m.
PLACE: In-person at CCRPC office and ONLINE VIA ZOOM
DOCUMENTS: Minutes, documents, and presentations discussed accessible at:
<http://www.ccrpcvt.org/meetings/clean-water-advisory-committee/>

Committee Members in Attendance (all online unless otherwise noted)		
Bolton: Joss Besse	Hinesburg: Merrily Lovell	St. George:
Buels Gore:	Huntington: Darlene Palola	Underhill: Nick Atherton
Burlington: James Sherrard	Jericho: Tom Joslin	Westford:
Charlotte:	Milton: Dave Allerton, Nicholas Prussock	Williston: Christine Dougherty
Colchester:	Richmond: Ravi Venkataraman	Winooski: Ryan Lambert
Essex: Annie Costandi, co-chair	Shelburne: Chris Robinson	VAOT: Jennifer Callahan
Essex Junction: Chelsea Mandigo	South Burlington: Dave Wheeler	VANR:
Burlington Airport: Catie Calabrese (EIV)	University of VT: Lani Ravin	CCRPC Board:
Friends of the Winooski River:	Lewis Creek Assoc:	Winooski NRCD: Adelaide Dunn
Other Attendees: DEC: Karen Bates Other: Dean Pierce (Northwest RPC), Jill Sarazen (LCSG/DEC), Brian Voigt (Central VT RPC)		
CCRPC Staff: Dan Albrecht, Charlie Baker, Chris Dubin, Sai Sarepalli,		

1. **Call to Order.** Co-chair, Annie Costandi called the meeting to order at 11:01 a.m.

2. **Changes to the Agenda and public comments on items not on the agenda** None.

3. **Review and action on draft minutes of June 7, 2022** After a brief recap by Albrecht, Costandi made a motion, seconded by Palola to approve the minutes as drafted. **MOTION PASSED.**

4. **Winooski Basin (Basin 8) Tactical Basin Plan Update, Karen Bates, DEC**

a) Review proposed survey to collect citizen input

Draft survey linked at: <https://forms.office.com/g/TWqva2TjSL>

b) Finalize survey distribution plan and role of municipalities and others in same

c) Discuss overall communication plan for TBP update

Bates briefed the committee as follows (see attached):

The goals are: 1) Meet VWQS requirements for public participation (a. identify and inventory problems, solutions, b. high quality waters, and c.)existing uses and the quality of such uses, and significant resources of high public interest. 2. Gain interest in health of surface waters and what Agency is doing as well as what their role may be. 3. Inform them of tactical basin planning process and timeline and 4. Identify CWSP project.

Potential distribution venues include Facebook page invite – ANR and partners / Front Porch Forum (request by towns) / Local papers – CVRPC has media list / Via Websites such as ANR DEC Winooski River Basin website, Town, Partner – CVRPC, Montpelier Bridge article on website – have link to basin page. Mailings – in town utility bills and include a QR?, Mailing lists – CCRPC, newsletters

Partners to support distribution include Huntington – Conservation Commission, Williston: Friends of Winooski River, Partners for Fish & Wildlife, Sustainable Williston, VT Master Naturalist, Champlain Valley Conservation Partnership, Essex Junction: Tree Committee, Essex: active FB pages.

Use of Survey are 1) ANR – ensure that surface waters for protection, restoration identified by community are addressed, 2) CWSP – find potential project sites 3) So Towns - understand what's important and 4) Provide

community with understanding of what their town is doing to protect surface waters (need to have someone take it to town – would a partner do this? TBP support grant – bring to town or conservation commission)

Bates then walked through the draft survey questions. Members and guests made various suggestions for edits which were incorporated. Suggestions were also made to the distribution plan. Bates concluded with notes on the timeline for the Basin 8 TBP update. A new DEC planner will take over in Basin 8 as her workload is fairly stretched with work on other basins as well. She will work with the new person during the update. Bates will also take over as Basin 7 planner. We are looking at a kickoff meeting in October and November with a goal for final completion by December 2023. She will be looking at organizing sector meetings as well.

5. Update on Clean Water Service Providers for Northern Lake Champlain, Lamoille & Winooski Basin and Act 76 Implementation

Dean Pierce, Basin 7: They anticipate receiving their Formula Grant soon. They are holding off on project prioritization. They are considering surveying groups to find out what projects applications might be coming to them. Their next BWQC meeting is September 22.

Brian Voight, Basin 8: They have adopted their BWQC operating procedures and their public participation plan. Other BWQC policies are being reviewed by the CVRPC Executive Committee. They discussed co-benefits at their August meeting and will continue to do so at their September 15th BWQC meeting.

Dan Albrecht, Basin 5: The BWQC did not meet in August. They are holding off on final votes on the BWQC policies until the DEC guidance is finalized. The CCRPC has approved eight (8) water quality environmental firms as prequalified subcontractors for CWSP related work. We concluded receipt of prequalification materials from municipalities & organizations to be certified as qualified Subgrantees to receive subgrants from CCRPC for CWSP-related projects. We will make an announcement soon on the results of that review of submissions. He has been consulting with other CWSPs and DEC on how to prioritize impairments and prioritize projects with the eyes on the ball of maximizing phosphorus reduction.

6. Elections of Chair and Vice-Chair for FY23 Costandi noted that Don Meals had resigned as a member. She noted that in the past, one co-chair was from the MS4 communities and one from the non-MS-4. Costandi indicated she was willing to serve as Chair. *Lambert made a motion, seconded by Mandigo to approve Annie Costandi as Chair. MOTION PASSED. Costandi asked for members to consider being vice-chair*

7. Updates by Staff, Members and Guests Baker noted that Regina Mahony of CCRPC has taken the position of new City Manager for Essex Junction. Taylor Newton was promoted from CCRPC to our new Planning Program Manager.

8. Items for October meeting agenda and determine meeting date due to conflict with Yom Kippur Albrecht recommended moving the meeting back to October 11th at 11 a.m. Members concurred. There is a possibility that the CWAC will not meet at all in October.

9. Adjournment. The meeting adjourned at 12:08 p.m.

Respectfully submitted, Dan Albrecht

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
MS4 SUBCOMMITTEE
OF CLEAN WATER ADVISORY COMMITTEE – **Draft** MINUTES

DATE: **Tuesday, September 6, 2022**
SCHEDULED TIME: 11:00 a.m. to 11:30 a.m.
PLACE: ONLINE via Zoom
DOCUMENTS: Minutes, documents discussed, and presentations accessible at:
<http://www.ccrpcvt.org/meetings/clean-water-advisory-committee/>

Committee Members in Attendance (all attending online unless otherwise noted)		
Burlington: James Sherrard	Burlington Airport: Catie Calabrese	Williston: Christine Dougherty
Colchester: Karen Adams	Milton: Dave Allerton, Nicholas Prussock	Winooski: Ryan Lambert
Essex: Annie Costandi, co-chair	Shelburne: Chris Robinson	VAOT: Jennifer Callahan, Tyler Hanson
Essex Junction: Chelsea Mandigo, co-chair	South Burlington: Dave Wheeler	Univ. of VT: Lani Ravin
DEC: Christy Witters, Samuel Hughes		
Other Attendees: Pluck: Dave Barron; Winooski NRCD: Remy Crettol, Adelaide Dunn		
CCRPC Staff: Dan Albrecht, Sai Sarepalli,		

1. Changes to the Agenda and Public Comments on Items not on the agenda:

The meeting was called to order at 12:17 p.m. No changes to the agenda were made. No public comments were made.

2. Review and approval of minutes (August 2, 2022 & August 24, 2022)

After a brief recap by Albrecht, *on a motion by Ravin, with second by Mandigo, the minutes of August 2nd were approved unanimously.*

After a brief recap by Albrecht, *on a motion by Dougherty, with second by Mandigo, the minutes of August 24th were approved unanimously.*

3. Review and approve of final version of Chittenden County MS4 Stormwater Program Services Agreement

Albrecht walked through proposed changes compared to the version discussed at the August 24th meeting. Members agreed with the proposed changes and agreed that it should be circulated to members for signature. If further changes are requested it is understood that the Subcommittee will need to revisit the matter *A motion was made by Mandigo with second by Callahan, that the Agreement as edited today be circulated to members for signature. Motion was approved unanimously.*

4. Review and first “straw man” draft of FY24 Budget.

Albrecht walked through the proposed budget developed based upon rough estimates by him as well as WNRCD and Pluck as well as projected expenses for advertising, etc. Pluck estimate ranged from \$19,500-\$22,000 depending upon how much effort was to go towards Ad hoc Design for Stream Team and Social Media Content Development. At the low end, the total budget would be \$82,770. If dues were \$7,000, that would raise \$84,000. Albrecht asked for feedback on whether a \$7,000 dues ask would be achievable. Dougherty and Allerton and others indicated that that amount was probably okay.

5. Elect co-chairs for FY23.

Albrecht noted that this was not really required but since we are starting a new MOA it would be good to seek confirmation. Mandigo and Costandi were both willing to continue as co-chairs. *A motion was made by Allerton with second by Lambert, to elect Mandigo and Constandi as co-chairs. Motion was approved unanimously.*

6. How are municipalities tackling EPSC enforcement?

Committee members discussed the challenges with EPSC enforcement. Some comments were as follows:

Wheeler Enforcement has been a challenge. For example, silt fences not being installed properly nor shown properly on the plans. They need to be following contours. A simple rectangle on the property line won't work. State permits are based off of the final conditions. EPSC plans should be updated based upon mid-point as well as final as built. Midpoint check-ins need to be followed as well. Contractors need to update their EPSC plans. They are supposed to be sending those updates to State as well as doing turbidity samples.

Witters: Yes, improved coordination with State staff on how they do inspections vs. how towns do it. We will also tighten up language in the new MS4 permit regarding Construction Inspection requirements. She is also supportive of more training with contractors.

Dougherty: Agreed with Wheeler comments. He suggested that DEC receives and posts a notice of construction to the online Environmental Notice Board that we could also see the actual site plans without having to request them. It would be really good if there were separate plans for each phase (grading/cutting, initial BMPs, interim BMPs, final BMPs). Finally, while there is a requirement to inspect...there is no requirement to document those inspections. We occasionally work with the Planning & Zoning office to hold up Certificates of Occupancy if EPSC not being followed.

Sherrard: Admittedly, the City has an ordinance but needs to do better on enforcing it. But when State also has responsibility, maybe we could get video of sediment discharge, and then it would be good for State to show the contractor that footage as the contractor may be more compliant. Some contractors are saying if it is not in the bid list, then it is not enforceable.

7. Future rotating discussions on Minimum Control Measures #3 thru #6

Members agreed that discussion of the EPSC should continue at our October meeting. Wheeler noted we should discuss ways we can find ways to beef up enforcement (tickets, etc.).

8. Staff, member and guest updates as needed

CCRPC staff, members, and WRNCD staff introduced themselves to Sam Hughes. Witters introduced Sam Hughes who will helping with the MS4 permit program. Albrecht asked for a subcommittee to begin work on crafting the 2023 survey to save hours eating into his allotment of time for FY23. The following persons volunteered: Dougherty, Mandigo, and Dumm who will also work with Dave Barron of Pluck.

Dumm provided an extensive update on WRNCD's activities in support of the Stream Team (note: see attached Status Report). Highlights included: FY22 budget allocation being heavily spent down, a big increase in number of storm drains adopted, new projects being developed in Milton, Williston, Winooski, Shelburne and Burlington in addition to adopt-a-drain projects, exploring river cleanup projects, tabling at Art Hop in Burlington.

9. Items for October meeting agenda & determine meeting date due to conflict with Yom Kippur

In addition to the EPSC discussion, discussion will continue on the FY24 budget. Members concurred with Mandigo's recommendation to meet on Tuesday, October 11th at 11 a.m. so as not to conflict with Yom Kippur.

10. Adjournment

The meeting was adjourned at approximately 1:31 p.m.

Respectfully submitted, Dan Albrecht

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
PLANNING ADVISORY COMMITTEE - MINUTES

DATE: Wednesday, September 14, 2022
TIME: 2:30 p.m. to 4:00 p.m.
PLACE: Virtual Meeting via Zoom with link as published on the agenda

Members Present:

Eric Vorwald, Winooski
Larry Lewack, Charlotte
Adele Gravitz, Shelburne
Katherine Sonnick, Essex
Darren Schibler, Essex
Cymone Haiju, Milton
Paul Conner, South Burlington
Alex Weinhausen, Hinesburg
Matt Boulanger, Williston
Nick Atherton, Underhill
Ravi Venkataraman, Richmond

Staff:

Taylor Newton, Planning Program Manager
Melanie Needle, Senior Planner
Charlie Baker, Executive Director
Dan Albrecht, Senior Planner
Eleni Churchill, Transportation Program Manager

Other:

Amanda Froeschle, VT Department of Health

1. Welcome and Introductions

Paul Conner called the meeting to order at 2:34 p.m.

2. Approval of June 8, 2022 Minutes

Eric Vorwald made a motion, seconded by Alex Weinhausen, to approve the June 8, 2022 minutes. No further discussion.
MOTION PASSED.

3. ECOS Plan Draft Section – Land Use, Facilities, and Utilities Sections

Taylor provided an overview of the Key Trends/Insights within the Land Use section. Paul asked for clarity about the meaning of the second bullet point in key issues section related to small lot demand. Staff will review and edit the bullet to provide greater clarity.

The Committee discussed the indicators related to land use categories. Melanie explained staff's rationale for transitioning from a land use classification data set to Grand List assessment code categories to visually display regional land use. Melanie also outlined other methods considered (E911 data and land use/land cover data). Paul and Alex questioned the value of the information displayed in a pie chart form. Darren suggested the data would be more impactful, and would more accurately display regional land uses, if the data was displayed on a map.

Taylor reviewed the Key Trends/Insights/Indicators for the Infrastructure and Facilities section. Alex asked about the possibility of adding an indicator related to facilities for our senior population. This could be something related to nursing home beds and capacity, number of senior centers, SSTA service, and enrollment in Choices for Care programs. Adele mentioned that she'd provide staff with data available from AARP and the Agency of Aging related to regional senior facilities.

The Committee discussed CEDS Strategy #2. Alex asked CCRPC staff to put more focus on the need for more housing instead of focusing on the need for a mix of uses within Action 2(a) and stated that the action should cross reference our housing section. Ravi also asked that this action be better connected to the actual strategy language about locating 90% of new development in areas planned for growth. Charlie asked the Committee if there was a need to add an action related to equity assessments. Ravi asked if there were any tools available yet to help conduct such an assessment. The Committee discussed some forthcoming guidance from the Agency of Administration. Under Action #4(c), the Committee noted that language could be better linked to the transportation equity section of the plan.

1 Taylor reviewed CEDS Strategy #7 and related actions. Darren requested that the strategy be revised to focus more
2 on improving municipal services than decreasing costs. Darren and Paul requested an edit to Action #7 to more clearly
3 underscore CCRPC's role as a regional facilitator.

4 **4. ECOS Plan – Local Known and Possible Environmental Constraints Review**

5 Melanie provided an overview of existing local constraints and how they are utilized within the ECOS Plan and their use
6 in regulatory proceedings (Section 248 and Act 250). She noted that known constraints generally prevent development
7 from taking place. Possible constraints are treated with more flexibility in local development review.

8 Eric asked why Winooski did not have any constraints listed. Melanie responded that this is because Winooski did not
9 indicate that they had any local constraints.

10 Darren noted that the City of Essex Junction may have a known or possible constraint that needs to be added related to
11 historic resources. Melanie agreed given that the Essex Enhanced Energy Plan is more current than the ECOS Plan. PAC
12 members discussed that because the constraints are related to all development types a more nuanced language may be
13 needed as constraints might not apply in State designated areas.

14 Melanie asked PAC members to review the list provided in the packet and provide guidance to her by September 30.

15 **5. ECOS Plan - Regional Planning Area Review**

16 Alex asked for further explanation of the intent of the Transit Oriented Development (TOD) Overlay District. Darren and
17 Alex suggested that CCRPC staff reassess how the TOD Overlay District could be connected to growth, and the future
18 installation of bus stops, within areas planned for growth in part of the Region served by GMT Commuter Routes.

19 Paul questioned if other municipalities are struggling with how to direct CCRPC regarding local zoning overlays districts
20 intended to protect natural resources and how those areas should be treated by CCRPC (Regional Planning Area or as a
21 local constraint). Discussion ensued about the use of local zoning to impact both the Regional Planning Area map and the
22 constraints list. Alex asked for greater clarification about CCRPC discuss as the use environmental constraints to
23 development in the ECOS plan.

24 Melanie suggested editing each Area Planned for Growth definition to clarify that these areas, while planned for growth,
25 may still include natural resource constraints or other sensitive area that could still prevent development or impact the
26 siting of development. PAC members also noted that there may be publicly-owned areas, like parks, that may also not be
27 appropriate to be developed. Melanie also informed PAC members that when CCRPC is responding to Act 250 and
28 Section 248 applications staff are also looking at the environmental constraints, per our Act 250 and Section 248 review
29 policy.

30 Charlie stated that CCRPC staff would be working with the Long-range Planning Committee and the Board of
31 Commissioners to discuss a change to the ECOS Plan adoption timeline. Staff finds that more time may be needed to
32 ensure sufficient time for public engagement and to work with CCRPC's new Equity Committee to ensure that equity-
33 related concerns are well-addressed throughout the plan.

34 **6. Building Homes Together 2.0 Campaign**

35 Melanie reviewed 2021 housing development data with the Committee. Taylor requested that PAC members review the
36 "Notable Accomplishments" section of the PAC Packet and let him know by September 27 if their municipality has
37 anything to add to the list related to increasing the supply of affordable and market rate housing.

38 **7. Members Items Open Forum**

39 Dan mentioned that the draft County-wide All Hazard Mitigation Plan and municipal appendices are complete. He noted
40 that the municipal appendices should be adopted via resolution in the coming weeks. Ravi requested that the link to the
41 draft municipal appendices be sent out again.

Charlie informed PAC that Seven Days is interested in learning more about any recently completed housing projects in Chittenden County communities. The Committee discussed possible candidates and agreed to send additional ideas to Charlie and Taylor

8. Regional Act 250/Section 248 Projects on the Horizon.

Taylor asked the PAC to email him regarding any Act 250/Section 248 updates.

9. Other Business

a. Flood Resilience Funding and Webinars

- i. How to Navigate Flood Resiliency Funding in Vermont - [Webinar](#)
- ii. Flood Resilient Community Funding (FRCF) – Wednesday, September 7, 1 p.m. to 2:30 p.m.
- iii. Building Resilient Infrastructure and Communities (BRIC) – Thursday, September 15, 9 a.m. to 10:30 a.m.
- iv. Lake Champlain Sea Grant – [Avoid Damage from Flooding](#) – Thursday October 6, 12 p.m. to 1 p.m.

b. Vermont Fish & Wildlife – Environmental Leadership Training (ELT) – Unit 1: From Science to Planning and Unit 2: From Planning to Action

[Unit 1: From Science to Planning](#)

- i. Session 1: October 24th, 7:00 p.m. - 9:00 p.m. (Online)
- ii. Session 2: October 31st, 7:00 p.m. - 9:00 p.m. (Online)
- iii. Session 3 November 7th, 7:00 p.m. - 9:00 p.m. (Online)

[Unit 2: From Planning to Action](#)

- i. Session 1: November 21st, 7:00 p.m. - 9:00 p.m. (Online)
- ii. Session 2: November 28th, 7:00 p.m. - 9:00 p.m. (Online)
- iii. Session 3: December 5th, 7:00 p.m. - 9:00 p.m. (Online)

c. Vermont Fish & Wildlife – [Community Wildlife Program - Webinars & Trainings](#)

d. ACCD [Bylaw Modernization Grants](#) (Due November 2, 2022) and [Municipal Planning Grants](#) (Due December 1, 2022)

e. RPCs are going to start thinking about resources that should be updated on the www.vpic.info. If you have any thoughts when you use the website, please let me know.

f. Vermont Data Portal - [Child Care Data Resource](#)

9. Adjourn

Meeting adjourned at 4:00 pm.

Respectfully submitted, Taylor Newton

CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION
LONG RANGE PLANNING COMMITTEE - MINUTES

DATE: Tuesday, September 20, 2022
TIME: 7:00 p.m. to 8:30 p.m.
PLACE: Virtual Meeting via Zoom with link as published on the agenda

Members Present:

Eric Vorwald, PAC Rep from Winooski
Abby Bleything, Board Rep. Alt. from Winooski
Annie Costandi, CWAC Rep from Essex
Andrew Watts, Board Rep from Williston
Bob Henneberger, TAC Rep
Sandy Thibault, TAC Rep
Dana Hanley, Board Rep from Charlotte

Staff:

Eleni Churchill, Transportation Program Manager
Taylor Newton, Planning Program Manager
Melanie Needle, Senior Planner
Charlie Baker, Executive Director
Christine Forde, Senior Transportation Planner
Marshall Distel, Senior Transportation Planner
Jason Charest, Senior Transportation Planning Engineer

1. Welcome and Introductions

Charlie Baker welcomed everyone at 7:02pm.

2. Approve August 9, 2022 Minutes

Eric Vorwald made a motion, seconded by Andrew Watts to approve the August 9, 2022 minutes. No further discussion. MOTION PASSED.

3. ECOS Plan Schedule

Charlie reviewed the revised ECOS Plan schedule. He noted staffs concerns regarding the alignment of the plan adoption with the formation of a new CCRPC Equity Advisory Committee in fall 2022, VTrans' development of Equity Framework in early 2023, the delay in receiving updated LEAP data from the Department of Public Service required to update the Regional Energy Plan, and the additional time needed to complete the CEDS. He noted that the schedule will result in a more phased approach to completing the ECOS Plan with moving forward with adoption of the CEDS and MTP first (spring and early summer 2023). He stated that the Long-range Planning Committee may not have to meet every month after this fall.

Eric asked for clarification about the ECOS Plan expiration date. Charlie clarified that the ECOS Plan will not technically expire until 2026.

The Committee found the revised schedule sound and agreed to recommend it to the Board.

4. Review the DRAFT Metropolitan Transportation Plan and Project List

Eleni Churchill provided an overview of the Metropolitan Transportation Plan (MTP) and explained the need to have the MTP adopted by June 2023.

Introduction Comments:

1. Eric asked if updates to the Public Participation Plan are required. Eleni said that CCRPC will update the Public Participation Plan in 2024 and will reference that fact in this section of the MTP.
2. Eric asked for more clarification in how the regional transportation priorities are established. Charlie noted that the priorities are set by the Region in coordination with the municipalities and VTrans (for Federal projects) and agreed that this section could clarify that point.

Vision, Goal and Objectives Comments:

1. Eric requested that under the Environment and Resilience goal include discussion about VMT reduction.

Metropolitan Transportation System Comments:

1. Eric asked about fourth paragraph of the Metropolitan Transportation System section. He asked for clarification about the date of "today" when talking about the condition of arterial highways and also if we

- 1 are talking about pavement condition. He further asked about context as to why there has not been substantial
2 improvement pavement condition between 2018 and 2021. Bob asked that this section reference that
3 pavement conditions will likely get better in coming years due the influx of Federal funds to the State.
4 2. Eric asked if the plan will incorporate discussion about electric bike or electric scooter infrastructure in the
5 Active Transportation Facilities section. Eleni said she would follow up with Bryan with an answer.
6 3. Bob asked if E-bike charging capabilities will be considered within the plan. Eleni said that the plan will
7 include a recommendation to include all types of charging infrastructure.
8 4. Marshall said that he would review the language related to Special Transit Services to ensure that there is no
9 duplicate language and a clearer distinction between GMT and SSTA services.
10 5. Abby stated that there needs to be consistency in titles/keys of each charts and that there should be source
11 information provided for each chart.
12 6. Sandy requested that the plan provide some information explaining how volume to capacity has changed
13 over time.
14 7. Abby asked about the volume to capacity ratio map and why there is a high ratio in the Winooski circulator.
15 Jason said he will double check the model inputs and Eleni mentioned that the circulator is a difficult facility
16 to model. Abby requested that the volume to capacity map continue to show the whole county and that there
17 be smaller inset maps showing particular urban areas.
18 8. Dana asked about the last scoping study at the US 7/Falls Road/Harbor Road intersection. Jason stated that a
19 scoping study was conducted in 2014 and the preferred alternative is now included on the TIP.
20 9. Safety – Abby said she didn't see the need of the final two graphs on bike/ped safety
21 10. In the Freight Transportation section, Eric asked for a comparison between freight tonnage in Chittenden
22 County to other regions in Vermont or comparable metropolitan areas. Jason and Marshall will take a look at
23 that data.
24 11. Abby requested that in the transportation climate section that references the 2015 EPA Greenhouse Gas
25 Emissions inventory should be updated to 2020 dataset. Abby also requested that the public health section
26 should reference that Vermont has high rates of asthma (4th in the country).
27

28 Financial Plan Comments

- 29 1. Eric asked that figures be discussed in billions instead of millions in the Financial Plan.
30 2. Sandy asked about future spending allocated to EV charging infrastructure. Eleni clarified funding for that
31 kind of infrastructure would be part of the total funding available for new transportation infrastructure.
32

33 Scenario Review Comments

- 34 1. Bob mentioned that he really thinks that population projections in the scenarios are low and that Chittenden
35 County will be higher given climate change. Eleni mentioned that we'll update again in five years so the
36 RPC can adjust accordingly.
37

38 Staff will share a revised version of the MTP with the Committee in October or in November. Will share a Doodle
39 Poll to find time on October 11.
40

41 **6. Adjourn**

42 The meeting adjourned at 8:30 PM.
43

44 Respectfully submitted, Taylor Newton