

**Agenda – Joint Finance &
Executive Committee Meeting**
Wednesday, December 7, 2022 – 5:45 p.m.
Small Conference Room, CCRPC Offices
110 West Canal Street, Suite 202, Winooski, VT



Or Remotely:

Join Zoom Meeting: <https://us02web.zoom.us/j/88411418989>

One tap mobile: +13017158592,,88411418989#

Dial in: +1 646 876 9923 Meeting ID: 884 1141 8989

1. Call to Order, Attendance
2. Changes to the Agenda, Members' Items (Action)
3. November 2, 2022, Joint Finance and Executive Committee Minutes* (Action)
4. FY23 1st Quarter Financials
 - a. Journal entries July – September 2022 (*attachment to be sent on Monday)
(Finance Committee Action)
 - b. 1st Quarter Financial Report (*attachment to be sent on Monday) (Discussion)
5. Potential Salary Range Adjustments* (Action)
6. Bank Account Resolution to establish CWSP account* (Action)
7. Act 250 & Section 248 Applications
 - a. O'Brien Eastview, LLC; South Burlington; #4C1106-5* (Action)
 - b. Colchester solar siting correspondence* (Discussion)
8. Legislative Breakfast Priorities (*attachment to be sent on Monday) (Discussion)
9. Equity Update (Discussion)
10. Chair/Executive Director Report (Discussion)
 - a. Municipal Selectboard/Council meetings
 - b. Other
11. Other Business (Discussion)
12. Executive Session (possibly to discuss personnel issues) (Action)
13. Adjournment (Action)

*Attachments

NEXT MEETING – Executive Committee – Wed. January 4, 2023; 5:45 p.m.

*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.*



| Position | CCRPC Salary Ranges updated 3/04/2020 | | | H&B Benchmarking/Market Survey Effective 10/1/19 | | | | | | NOTES (For part-time, please indicate if salary has been annualized) |
|----------|---------------------------------------|-----|-----|---|-----------------|-----------------|-----------------|-------------------|-------------------|---|
| | Min | Mid | Max | Geographic Region, Industry (Not-for-Profit/Government or Association, Org Size (# of employees)) | 25th percentile | 50th percentile | 75th percentile | CCRPC min to 25th | CCRPC max to 75th | |

Executive Director

| | | | | | | | | | | |
|---|-----------|------------|------------|------------------------------------|------------|------------|------------|-------|-------|--|
| | \$ 90,000 | \$ 110,000 | \$ 130,000 | | | | | | | |
| | | | | Northeast Region Gov 50-100 | \$ 115,600 | \$ 156,900 | \$ 224,100 | | | |
| | | | | Bristol, CT Region Gov 50-100 | \$ 103,900 | \$ 141,200 | \$ 201,500 | | | |
| | | | | Portland, ME Region Gov 50-100 | \$ 101,600 | \$ 138,000 | \$ 197,000 | | | |
| | | | | Salem, OR Region Gov 50-100 | \$ 103,500 | \$ 140,600 | \$ 200,700 | | | |
| | | | | Portsmouth, NH Region Gov 50-100 | \$ 105,000 | \$ 142,700 | \$ 203,700 | | | |
| | | | | Taunton, MA Region Gov 50-100 | \$ 118,000 | \$ 160,300 | \$ 228,900 | | | |
| | | | | Burlington VT Region Gov 50-100 | \$ 108,600 | \$ 147,500 | \$ 210,500 | 82.9% | 61.8% | |
| | | | | Burlington VT Region Gov 100-200 | \$ 111,500 | \$ 151,500 | \$ 216,300 | 80.7% | 60.1% | |
| i | | | | VT Eng Firms 100-200 | \$ 142,200 | \$ 193,200 | \$ 275,800 | | | |
| | | | | Northeast Region Eng Firms 100-200 | \$ 155,300 | \$ 210,900 | \$ 301,100 | | | |
| | | | | VT State Government | \$ 121,200 | \$ 164,700 | \$ 235,200 | | | |
| | | | | | | | | | | |

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Assoc or Assis Dir

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|--|--|--|--|--|--|--|--|--|--|--|
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Program Manager (which program)

| | | | | | | | | | | |
|-----------------------------|-----------|-----------|------------|------------------------------------|------------|------------|------------|--------|--------|--|
| Land Use | \$ 80,000 | \$ 92,500 | \$ 105,000 | | | | | | | *at top of salary range |
| Transportation | \$ 80,000 | \$ 92,500 | \$ 105,000 | | | | | | | at top of salary range |
| Program Manager I (5+ YOE) | | | | Northeast Region Gov 50-100 | \$ 81,900 | \$ 91,000 | \$ 102,400 | | | Prog Mgr I has less exp - typically 5+ |
| | | | | Bristol, CT Region Gov 50-100 | \$ 76,800 | \$ 86,700 | \$ 97,000 | | | |
| | | | | Portland, ME Region Gov 50-100 | \$ 75,000 | \$ 84,700 | \$ 94,900 | | | |
| | | | | Salem, OR Region Gov 50-100 | \$ 76,400 | \$ 86,300 | \$ 96,600 | | | |
| | | | | Portsmouth, NH Region Gov 50-100 | \$ 77,500 | \$ 87,600 | \$ 98,100 | | | |
| | | | | Taunton, MA Region Gov 50-100 | \$ 81,000 | \$ 91,600 | \$ 102,500 | | | |
| | | | | Burlington VT Region Gov 50-100 | \$ 72,900 | \$ 82,300 | \$ 92,100 | 109.7% | 114.0% | |
| | | | | Burlington VT Region Gov 100-200 | \$ 71,900 | \$ 81,200 | \$ 90,900 | 111.3% | 115.5% | |
| | | | | VT Eng Firms 100-200 | \$ 81,800 | \$ 92,300 | \$ 103,400 | | | |
| | | | | Northeast Region Eng Firms 100-200 | \$ 89,900 | \$ 99,900 | \$ 112,400 | | | |
| | | | | VT State Government | \$ 76,900 | \$ 86,800 | \$ 97,200 | | | |
| | | | | | | | | | | |
| Program Manager II (7+ YOE) | | | | Northeast Region Gov 50-100 | \$ 94,100 | \$ 102,400 | \$ 118,500 | | | Prog Mgr II typically requires 7+ exp |
| | | | | Bristol, CT Region Gov 50-100 | \$ 89,500 | \$ 98,900 | \$ 111,100 | | | |
| | | | | Portland, ME Region Gov 50-100 | \$ 87,500 | \$ 96,700 | \$ 108,600 | | | |
| | | | | Salem, OR Region Gov 50-100 | \$ 89,100 | \$ 98,500 | \$ 110,600 | | | |
| | | | | Portsmouth, NH Region Gov 50-100 | \$ 90,500 | \$ 100,000 | \$ 112,300 | | | |
| | | | | Taunton, MA Region Gov 50-100 | \$ 94,600 | \$ 104,500 | \$ 117,400 | | | |
| | | | | Burlington VT Region Gov 50-100 | \$ 85,000 | \$ 93,800 | \$ 105,600 | 94.1% | 99.4% | |
| | | | | Burlington VT Region Gov 100-200 | \$ 83,900 | \$ 92,600 | \$ 104,200 | 95.4% | 100.8% | |
| | | | | VT Eng Firms 100-200 | \$ 95,400 | \$ 105,300 | \$ 118,400 | | | |
| | | | | Northeast Region Eng Firms 100-200 | \$ 103,400 | \$ 112,700 | \$ 130,000 | | | |
| | | | | VT State Government | 89,700 | 99,000 | 111,300 | | | |

Median
Mean

| Position | CCRPC Salary Ranges updated 3/04/2020 | | | H&B Benchmarking/Market Survey Effective 10/1/19 | | | | | | NOTES (For part-time, please indicate if salary has been annualized) |
|----------|---------------------------------------|-----|-----|---|-----------------|-----------------|-----------------|-------------------|-------------------|---|
| | Min | Mid | Max | Geographic Region, Industry (Not-for-Profit/Government or Association, Org Size (# of employees)) | 25th percentile | 50th percentile | 75th percentile | CCRPC min to 25th | CCRPC max to 75th | |

GIS Planner/Manager (Note which)

| | | | | | | | | | | |
|-----------------------|-----------|-----------|-----------|------------------------------------|-----------|-----------|------------|--------|-------|------------------------|
| GIS Data & IT Manager | \$ 65,000 | \$ 77,500 | \$ 90,000 | | | | | | | at top of salary range |
| | | | | Northeast Region Gov 50-100 | \$ 69,000 | \$ 81,200 | \$ 101,400 | | | GIS L4 requires 6+ exp |
| | | | | Bristol, CT Region Gov 50-100 | \$ 68,500 | \$ 80,500 | \$ 100,600 | | | |
| | | | | Portland, ME Region Gov 50-100 | \$ 66,900 | \$ 78,700 | \$ 98,300 | | | |
| | | | | Salem, OR Region Gov 50-100 | \$ 68,100 | \$ 80,100 | \$ 100,100 | | | |
| | | | | Portsmouth, NH Region Gov 50-100 | \$ 69,200 | \$ 81,400 | \$ 101,700 | | | |
| | | | | Taunton, MA Region Gov 50-100 | \$ 72,300 | \$ 85,000 | \$ 106,300 | | | |
| | | | | Burlington VT Region Gov 50-100 | \$ 64,800 | \$ 76,300 | \$ 95,300 | 100.3% | 94.4% | |
| | | | | Burlington VT Region Gov 100-200 | \$ 64,000 | \$ 75,200 | \$ 94,000 | 101.6% | 95.7% | |
| | | | | VT Eng Firms 100-200 | \$ 73,000 | \$ 85,800 | \$ 107,200 | | | |
| | | | | Northeast Region Eng Firms 100-200 | \$ 79,600 | \$ 93,700 | \$ 117,000 | | | |
| | | | | VT State Government | \$ 68,500 | \$ 80,600 | \$ 100,600 | | | |

Median
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Sr/Princ Planner

| | | | | | | | | | | |
|---|-----------|-----------|-----------|------------------------------------|-----------|-----------|------------|-------|--------|------------------------------|
| Senior Planner | \$ 65,000 | \$ 75,000 | \$ 85,000 | | | | | | | |
| Senior Energy Project Mgr | \$ 65,000 | \$ 75,000 | \$ 85,000 | | | | | | | |
| ity & Engagement Manager | \$ 65,000 | \$ 75,000 | \$ 85,000 | | | | | | | |
| | | | | Northeast Region Gov 50-100 | \$ 74,000 | \$ 80,300 | \$ 89,000 | | | Senior Level requires 4+ YOE |
| | | | | Bristol, CT Region Gov 50-100 | \$ 71,600 | \$ 77,600 | \$ 86,000 | | | |
| | | | | Portland, ME Region Gov 50-100 | \$ 69,900 | \$ 75,800 | \$ 84,000 | | | |
| | | | | Salem, OR Region Gov 50-100 | \$ 71,200 | \$ 77,200 | \$ 85,600 | | | |
| | | | | Portsmouth, NH Region Gov 50-100 | \$ 74,400 | \$ 80,600 | \$ 89,400 | | | |
| | | | | Taunton, MA Region Gov 50-100 | \$ 75,600 | \$ 81,900 | \$ 90,800 | | | |
| | | | | Burlington VT Region Gov 50-100 | \$ 67,400 | \$ 73,100 | \$ 81,100 | 96.4% | 104.8% | |
| | | | | Burlington VT Region Gov 100-200 | \$ 66,900 | \$ 72,500 | \$ 80,400 | 97.2% | 105.7% | |
| | | | | VT Eng Firms 100-200 | \$ 76,200 | \$ 82,600 | \$ 91,700 | | | |
| | | | | Northeast Region Eng Firms 100-200 | \$ 83,200 | \$ 90,300 | \$ 100,000 | | | |
| | | | | VT State Government | \$ 71,600 | \$ 77,600 | \$ 86,000 | | | |
| | | | | | | | | | | |
| Senior Transportation Planner | \$ 65,000 | \$ 75,000 | \$ 85,000 | | | | | | | |
| | | | | Northeast Region Gov 50-100 | \$ 74,000 | \$ 80,300 | \$ 89,000 | | | Senior Level requires 4+ YOE |
| | | | | Bristol, CT Region Gov 50-100 | \$ 71,600 | \$ 77,600 | \$ 86,000 | | | |
| | | | | Portland, ME Region Gov 50-100 | \$ 69,900 | \$ 75,800 | \$ 84,000 | | | |
| | | | | Salem, OR Region Gov 50-100 | \$ 71,200 | \$ 77,200 | \$ 85,600 | | | |
| | | | | Portsmouth, NH Region Gov 50-100 | \$ 74,400 | \$ 80,600 | \$ 89,400 | | | |
| | | | | Taunton, MA Region Gov 50-100 | \$ 75,600 | \$ 81,900 | \$ 90,800 | | | |
| | | | | Burlington VT Region Gov 50-100 | \$ 67,400 | \$ 73,100 | \$ 81,100 | 96.4% | 104.8% | |
| | | | | Burlington VT Region Gov 100-200 | \$ 66,900 | \$ 72,500 | \$ 80,400 | 97.2% | 105.7% | |
| | | | | VT Eng Firms 100-200 | \$ 76,200 | \$ 82,600 | \$ 91,700 | | | |
| | | | | Northeast Region Eng Firms 100-200 | \$ 83,200 | \$ 90,300 | \$ 100,000 | | | |
| | | | | VT State Government | \$ 71,600 | \$ 77,600 | \$ 86,000 | | | |
| | | | | | | | | | | |
| Senior Transportation Planning Engineer | \$ 65,000 | \$ 77,500 | \$ 90,000 | | | | | | | |
| | | | | Northeast Region Gov 50-100 | \$ 73,600 | \$ 78,200 | \$ 82,900 | | | 6+ YOE |
| | | | | Bristol, CT Region Gov 50-100 | \$ 75,200 | \$ 79,900 | \$ 84,600 | | | |
| | | | | Portland, ME Region Gov 50-100 | \$ 73,400 | \$ 78,000 | \$ 82,600 | | | |
| | | | | Salem, OR Region Gov 50-100 | \$ 74,800 | \$ 79,500 | \$ 84,100 | | | |
| | | | | Portsmouth, NH Region Gov 50-100 | \$ 75,900 | \$ 80,600 | \$ 85,400 | | | |
| | | | | Taunton, MA Region Gov 50-100 | \$ 77,100 | \$ 81,900 | \$ 86,800 | | | |
| | | | | Burlington VT Region Gov 50-100 | \$ 68,800 | \$ 73,100 | \$ 77,500 | 94.5% | 116.1% | |



| Position | CCRPC Salary Ranges updated 3/04/2020 | | | H&B Benchmarking/Market Survey Effective 10/1/19 | | | | | | NOTES (For part-time, please indicate if salary has been annualized) |
|----------------------------------|---------------------------------------|-----------|-----------|---|-----------------|-----------------|-----------------|-------------------|-------------------|---|
| | Min | Mid | Max | Geographic Region, Industry (Not-for-Profit/Government or Association, Org Size (# of employees)) | 25th percentile | 50th percentile | 75th percentile | CCRPC min to 25th | CCRPC max to 75th | |
| | | | | Burlington VT Region Gov 100-200 | \$ 67,900 | \$ 72,100 | \$ 76,500 | 95.7% | 117.6% | |
| | | | | VT Eng Firms 100-200 | \$ 77,800 | \$ 82,600 | \$ 87,600 | | | |
| | | | | Northeast Region Eng Firms 100-200 | \$ 84,900 | \$ 90,300 | \$ 95,600 | | | |
| | | | | VT State Government | \$ 73,100 | \$ 77,600 | \$ 82,200 | | | |
| | | | | | | | | | | |
| Transportation Planning Engineer | \$ 55,000 | \$ 65,000 | \$ 75,000 | | | | | | | 4-6 YOE |
| | | | | Northeast Region Gov 50-100 | \$ 68,200 | \$ 72,300 | \$ 78,000 | | | |
| | | | | Bristol, CT Region Gov 50-100 | \$ 67,500 | \$ 71,400 | \$ 77,100 | | | |
| | | | | Portland, ME Region Gov 50-100 | \$ 65,900 | \$ 69,800 | \$ 75,300 | | | |
| | | | | Salem, OR Region Gov 50-100 | \$ 67,200 | \$ 71,100 | \$ 76,700 | | | |
| | | | | Portsmouth, NH Region Gov 50-100 | \$ 68,600 | \$ 72,600 | \$ 78,300 | | | |
| | | | | Taunton, MA Region Gov 50-100 | \$ 69,700 | \$ 73,700 | \$ 79,600 | | | |
| | | | | Burlington VT Region Gov 50-100 | \$ 62,200 | \$ 65,900 | \$ 71,100 | 88.4% | 105.5% | |
| | | | | Burlington VT Region Gov 100-200 | \$ 61,400 | \$ 65,000 | \$ 70,200 | 89.6% | 106.8% | |
| | | | | VT Eng Firms 100-200 | 70,300 | 74,300 | 80,300 | | | |
| | | | | Northeast Region Eng Firms 100-200 | 76,700 | 81,200 | 87,600 | | | |
| | | | | VT State Government | 66,000 | 69,900 | 75,400 | | | |
| Civil Engineer 2-4 YOE | | | | | | | | | | |
| | | | | Northeast Region Gov 50-100 | \$ 70,100 | \$ 77,400 | \$ 87,400 | | | |
| | | | | Bristol, CT Region Gov 50-100 | \$ 59,700 | \$ 66,700 | \$ 73,300 | | | |
| | | | | Portland, ME Region Gov 50-100 | \$ 65,400 | \$ 73,000 | \$ 80,200 | | | |
| | | | | Salem, OR Region Gov 50-100 | \$ 59,500 | \$ 66,400 | \$ 73,000 | | | |
| | | | | Portsmouth, NH Region Gov 50-100 | \$ 60,300 | \$ 67,300 | \$ 74,000 | | | |
| | | | | Taunton, MA Region Gov 50-100 | \$ 61,400 | \$ 68,500 | \$ 75,400 | | | |
| | | | | Burlington VT Region Gov 50-100 | \$ 55,500 | \$ 61,800 | \$ 68,100 | | | |
| | | | | Burlington VT Region Gov 100-200 | \$ 54,700 | \$ 61,100 | \$ 67,300 | | | |
| | | | | VT Eng Firms 100-200 | \$ 62,200 | \$ 69,300 | \$ 76,400 | | | |
| | | | | Northeast Region Eng Firms 100-200 | \$ 75,100 | \$ 83,000 | \$ 93,500 | | | |
| | | | | VT State Government | \$ 58,500 | \$ 65,200 | \$ 71,800 | | | |
| Civil Engineer 4-6 YOE | | | | | | | | | | |
| | | | | Northeast Region Gov 50-100 | \$ 72,600 | \$ 84,300 | \$ 99,100 | | | |
| | | | | Bristol, CT Region Gov 50-100 | \$ 69,900 | \$ 78,700 | \$ 87,900 | | | |
| | | | | Portland, ME Region Gov 50-100 | \$ 68,200 | \$ 76,800 | \$ 85,800 | | | |
| | | | | Salem, OR Region Gov 50-100 | \$ 69,400 | \$ 78,300 | \$ 87,300 | | | |
| | | | | Portsmouth, NH Region Gov 50-100 | \$ 70,500 | \$ 79,500 | \$ 88,700 | | | |
| | | | | Taunton, MA Region Gov 50-100 | \$ 71,700 | \$ 80,800 | \$ 90,400 | | | |
| | | | | Burlington VT Region Gov 50-100 | \$ 64,400 | \$ 72,700 | \$ 81,400 | | | |
| | | | | Burlington VT Region Gov 100-200 | \$ 63,600 | \$ 71,700 | \$ 80,300 | | | |
| | | | | VT Eng Firms 100-200 | \$ 72,200 | \$ 81,500 | \$ 91,300 | | | |
| | | | | Northeast Region Eng Firms 100-200 | 78,400 | 90,900 | 106,400 | | | |
| | | | | VT State Government | 67,900 | 76,600 | 85,800 | | | |

Median
Mean



| Position | CCRPC Salary Ranges updated 3/04/2020 | | | H&B Benchmarking/Market Survey Effective 10/1/19 | | | | | | NOTES |
|------------------------|---------------------------------------|-----------|-----------|---|-----------------|-----------------|-----------------|-------------------|-------------------|--|
| | Min | Mid | Max | Geographic Region, Industry (Not-for-Profit/Government or Association, Org Size (# of employees)) | 25th percentile | 50th percentile | 75th percentile | CCRPC min to 25th | CCRPC max to 75th | (For part-time, please indicate if salary has been annualized) |
| Transp. Planner | | | | | | | | | | |
| Transportation Planner | \$ 50,000 | \$ 60,000 | \$ 70,000 | | | | | | | |
| | | | | Northeast Region Gov 50-100 | \$ 58,200 | \$ 63,300 | \$ 69,700 | | | Planner level requires 2-4 YOE |
| | | | | Bristol, CT Region Gov 50-100 | \$ 56,200 | \$ 61,200 | \$ 67,400 | | | |
| | | | | Portland, ME Region Gov 50-100 | \$ 55,000 | \$ 59,800 | \$ 65,800 | | | |
| | | | | Salem, OR Region Gov 50-100 | \$ 56,000 | \$ 60,900 | \$ 67,000 | | | |
| | | | | Portsmouth, NH Region Gov 50-100 | \$ 58,500 | \$ 63,600 | \$ 70,000 | | | |
| | | | | Taunton, MA Region Gov 50-100 | \$ 59,400 | \$ 64,700 | \$ 71,100 | | | |
| | | | | Burlington VT Region Gov 50-100 | \$ 53,000 | \$ 57,700 | \$ 63,500 | 94.3% | 110.2% | |
| | | | | Burlington VT Region Gov 100-200 | \$ 52,600 | \$ 57,200 | \$ 62,900 | 95.1% | 111.3% | |
| | | | | VT Eng Firms 100-200 | \$ 59,900 | \$ 65,200 | \$ 71,800 | | | |
| | | | | Northeast Region Eng Firms 100-200 | \$ 65,400 | \$ 71,200 | \$ 78,300 | | | |
| | | | | VT State Government | \$ 56,200 | \$ 61,200 | \$ 67,400 | | | |

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|---------|-----------|-----------|-----------|------------------------------------|-----------|-----------|-----------|-------|--------|--------------------------------|
| Planner | | | | | | | | | | |
| | \$ 50,000 | \$ 60,000 | \$ 70,000 | | | | | | | |
| | | | | Northeast Region Gov 50-100 | \$ 58,200 | \$ 63,300 | \$ 69,700 | | | Planner level requires 2-4 YOE |
| | | | | Bristol, CT Region Gov 50-100 | \$ 56,200 | \$ 61,200 | \$ 67,400 | | | |
| | | | | Portland, ME Region Gov 50-100 | \$ 55,000 | \$ 59,800 | \$ 65,800 | | | |
| | | | | Salem, OR Region Gov 50-100 | \$ 56,000 | \$ 60,900 | \$ 67,000 | | | |
| | | | | Portsmouth, NH Region Gov 50-100 | \$ 58,500 | \$ 63,600 | \$ 70,000 | | | |
| | | | | Taunton, MA Region Gov 50-100 | \$ 59,400 | \$ 64,700 | \$ 71,100 | | | |
| | | | | Burlington VT Region Gov 50-100 | \$ 53,000 | \$ 57,700 | \$ 63,500 | 94.3% | 110.2% | |
| | | | | Burlington VT Region Gov 100-200 | \$ 52,600 | \$ 57,200 | \$ 62,900 | 95.1% | 111.3% | |
| | | | | VT Eng Firms 100-200 | \$ 59,900 | \$ 65,200 | \$ 71,800 | | | |
| | | | | Northeast Region Eng Firms 100-200 | \$ 65,400 | \$ 71,200 | \$ 78,300 | | | |
| | | | | VT State Government | \$ 56,200 | \$ 61,200 | \$ 67,400 | | | |

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|-------------------|--------|--------|--------|--|--|--|--|--|--|--|
| Associate Planner | | | | | | | | | | |
| | 40,000 | 47,500 | 55,000 | | | | | | | |

Median
Mean



| Position | CCRPC Salary Ranges updated 3/04/2020 | | | H&B Benchmarking/Market Survey Effective 10/1/19 | | | | | | NOTES (For part-time, please indicate if salary has been annualized) |
|----------|---------------------------------------|-----|-----|---|-----------------|-----------------|-----------------|-------------------|-------------------|---|
| | Min | Mid | Max | Geographic Region, Industry (Not-for-Profit/Government or Association, Org Size (# of employees)) | 25th percentile | 50th percentile | 75th percentile | CCRPC min to 25th | CCRPC max to 75th | |

Other tech (specify)

| | | | | | | | | | | |
|------------------------|-----------|-----------|-----------|------------------------------------|-----------|-----------|-----------|--------|--------|--|
| Communications Manager | \$ 55,000 | \$ 68,000 | \$ 81,000 | | | | | | | Could be Specialist title as no direct reports |
| | | | | Northeast Region Gov 50-100 | \$ 60,500 | \$ 71,400 | \$ 84,500 | | | |
| | | | | Bristol, CT Region Gov 50-100 | \$ 57,000 | \$ 65,300 | \$ 76,100 | | | |
| | | | | Portland, ME Region Gov 50-100 | \$ 55,800 | \$ 63,900 | \$ 74,300 | | | |
| | | | | Salem, OR Region Gov 50-100 | \$ 56,800 | \$ 65,000 | \$ 75,700 | | | |
| | | | | Portsmouth, NH Region Gov 50-100 | \$ 57,700 | \$ 66,000 | \$ 76,900 | | | |
| | | | | Taunton, MA Region Gov 50-100 | \$ 60,300 | \$ 69,000 | \$ 80,300 | | | |
| | | | | Burlington VT Region Gov 50-100 | \$ 54,200 | \$ 62,200 | \$ 72,400 | 101.5% | 111.9% | |
| | | | | Burlington VT Region Gov 100-200 | \$ 53,400 | \$ 61,400 | \$ 71,500 | 103.0% | 113.3% | |
| | | | | VT Eng Firms 100-200 | \$ 60,800 | \$ 69,800 | \$ 81,200 | | | |
| | | | | Northeast Region Eng Firms 100-200 | \$ 66,400 | \$ 78,200 | \$ 92,400 | | | |
| | | | | VT State Government | 57,100 | 65,600 | 76,400 | | | |

Median
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Fiscal/Business Mgr, Bookkeeper

| | | | | | | | | | | |
|---------------------------|-----------|-----------|------------|------------------------------------|-----------|------------|------------|-------|--------|--|
| Senior Business Manager | \$ 75,000 | \$ 87,500 | \$ 100,000 | | | | | | | |
| | | | | Northeast Region Gov 50-100 | \$ 85,400 | \$ 97,100 | \$ 111,600 | | | |
| | | | | Bristol, CT Region Gov 50-100 | \$ 83,800 | \$ 95,700 | \$ 110,200 | | | |
| | | | | Portland, ME Region Gov 50-100 | \$ 81,800 | \$ 93,300 | \$ 107,600 | | | |
| | | | | Salem, OR Region Gov 50-100 | \$ 83,300 | \$ 95,100 | \$ 109,500 | | | |
| | | | | Portsmouth, NH Region Gov 50-100 | \$ 84,600 | \$ 96,600 | \$ 111,300 | | | |
| | | | | Taunton, MA Region Gov 50-100 | \$ 87,600 | \$ 100,000 | \$ 115,200 | | | |
| | | | | Burlington VT Region Gov 50-100 | \$ 77,300 | \$ 88,100 | \$ 101,600 | 97.0% | 98.4% | |
| | | | | Burlington VT Region Gov 100-200 | \$ 76,300 | \$ 86,900 | \$ 100,200 | 98.3% | 99.8% | |
| | | | | VT Eng Firms 100-200 | \$ 86,800 | \$ 99,000 | \$ 114,100 | | | |
| | | | | Northeast Region Eng Firms 100-200 | \$ 96,100 | \$ 109,200 | \$ 125,500 | | | |
| | | | | VT State Government | \$ 89,600 | \$ 102,100 | \$ 117,300 | | | |
| Business Office Manager | \$ 40,000 | \$ 52,500 | \$ 65,000 | | | | | | | |
| | | | | Northeast Region Gov 50-100 | \$ 49,600 | \$ 56,100 | \$ 64,100 | | | |
| | | | | Bristol, CT Region Gov 50-100 | \$ 49,300 | \$ 55,200 | \$ 63,300 | | | |
| | | | | Portland, ME Region Gov 50-100 | \$ 48,100 | \$ 53,800 | \$ 61,700 | | | |
| | | | | Salem, OR Region Gov 50-100 | \$ 49,100 | \$ 54,900 | \$ 62,900 | | | |
| | | | | Portsmouth, NH Region Gov 50-100 | \$ 49,700 | \$ 55,800 | \$ 63,900 | | | |
| | | | | Taunton, MA Region Gov 50-100 | \$ 50,600 | \$ 56,700 | \$ 65,000 | | | |
| | | | | Burlington VT Region Gov 50-100 | \$ 45,200 | \$ 50,600 | \$ 58,000 | 88.5% | 112.1% | |
| | | | | Burlington VT Region Gov 100-200 | \$ 44,500 | \$ 49,800 | \$ 57,100 | 89.9% | 113.8% | |
| | | | | VT Eng Firms 100-200 | \$ 51,000 | \$ 57,100 | \$ 65,500 | | | |
| | | | | Northeast Region Eng Firms 100-200 | \$ 55,800 | \$ 62,900 | \$ 71,900 | | | |
| | | | | VT State Government | \$ 47,900 | \$ 53,600 | \$ 61,500 | | | |
| Business Office Associate | \$ 35,000 | \$ 42,500 | \$ 50,000 | | | | | | | |
| | | | | Northeast Region Gov 50-100 | \$ 46,500 | \$ 52,200 | \$ 60,100 | | | |
| | | | | Bristol, CT Region Gov 50-100 | \$ 46,700 | \$ 52,700 | \$ 60,700 | | | |
| | | | | Portland, ME Region Gov 50-100 | \$ 45,600 | \$ 51,400 | \$ 59,200 | | | |
| | | | | Salem, OR Region Gov 50-100 | \$ 46,500 | \$ 52,400 | \$ 60,300 | | | |
| | | | | Portsmouth, NH Region Gov 50-100 | \$ 47,200 | \$ 53,200 | \$ 61,300 | | | |
| | | | | Taunton, MA Region Gov 50-100 | \$ 48,000 | \$ 54,100 | \$ 62,300 | | | |
| | | | | Burlington VT Region Gov 50-100 | \$ 43,100 | \$ 48,500 | \$ 55,900 | 81.2% | 89.4% | |
| | | | | Burlington VT Region Gov 100-200 | \$ 42,500 | \$ 47,800 | \$ 55,100 | 82.4% | 90.7% | |
| | | | | VT Eng Firms 100-200 | \$ 47,000 | \$ 53,000 | \$ 61,100 | | | |
| | | | | Northeast Region Eng Firms 100-200 | \$ 51,300 | \$ 57,600 | \$ 66,400 | | | |



| Position | CCRPC Salary Ranges updated 3/04/2020 | | | H&B Benchmarking/Market Survey Effective 10/1/19 | | | | | | NOTES (For part-time, please indicate if salary has been annualized) |
|----------|---------------------------------------|-----|-----|---|-----------------|-----------------|-----------------|-------------------|-------------------|---|
| | Min | Mid | Max | Geographic Region, Industry (Not-for-Profit/Government or Association, Org Size (# of employees)) | 25th percentile | 50th percentile | 75th percentile | CCRPC min to 25th | CCRPC max to 75th | |
| | | | | VT State Government | \$ 45,500 | \$ 51,200 | \$ 59,000 | | | |

Median

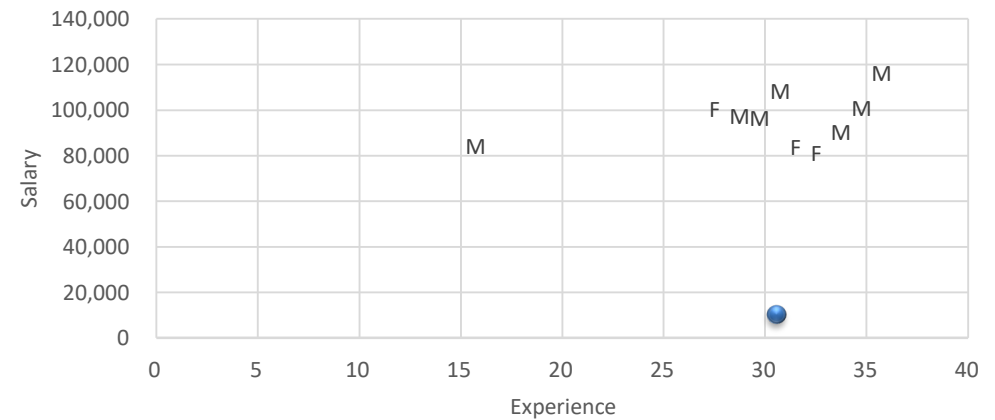
VAPDA FY2019 Gender & Pay Analysis by Position

| Ex Director | Gender | Exp | Salary |
|-------------|--------|-----|---------|
| | M | 34 | 116,750 |
| | M | 29 | 108,441 |
| | M | 33 | 101,000 |
| | F | 26 | 100,500 |
| | M | 27 | 97,792 |
| | M | 28 | 96,620 |
| | M | 32 | 90,640 |
| | M | 14 | 84,272 |
| | F | 30 | 84,132 |
| | F | 31 | 81,665 |
| | M | | 73,890 |
| Median | | 30 | 96,620 |
| Mean | | 28 | 94,155 |

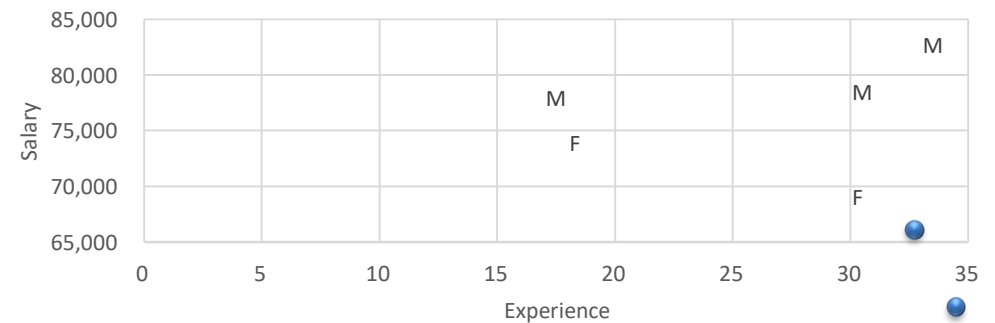
| Assoc or Assis Dir | Gender | Exp | Salary |
|----------------------------|--------|-----|--------|
| | M | 32 | 82,745 |
| Assistant Director/Eco Dev | M | 29 | 78,540 |
| Program Director | M | 16 | 78,042 |
| Director of Planning | F | 17 | 74,000 |
| | F | 29 | 69,120 |
| Median | | 29 | 78,042 |
| Mean | | 25 | 76,489 |

| Program Manager (which program) | Gender | Exp | Salary |
|---------------------------------|--------|-----|--------|
| Transportation | F | 35 | 90,000 |
| Land Use | F | 18 | 87,210 |
| Environmental | M | 28 | 66,810 |
| Transportation | M | 22 | 63,750 |
| Solid Waste & EM | M | 37 | 61,710 |
| Transportation | M | 15 | 59,740 |
| Transportation | F | 3 | 54,000 |
| EM | F | 16 | 53,400 |
| Median | | 20 | 62,730 |
| Mean | | 22 | 67,078 |

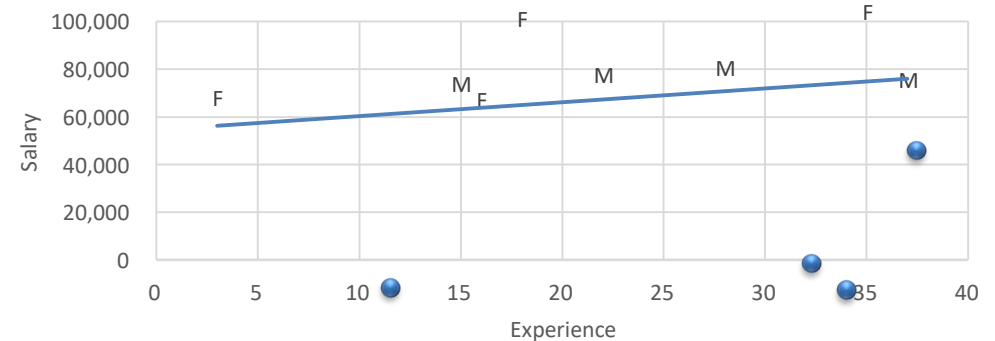
Executive Directors



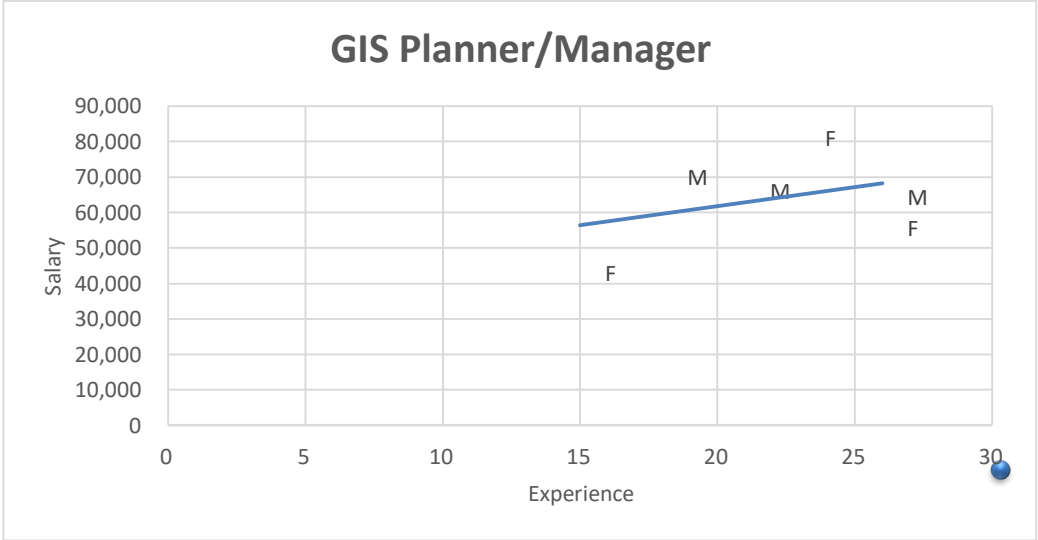
Associate or Assistant Director



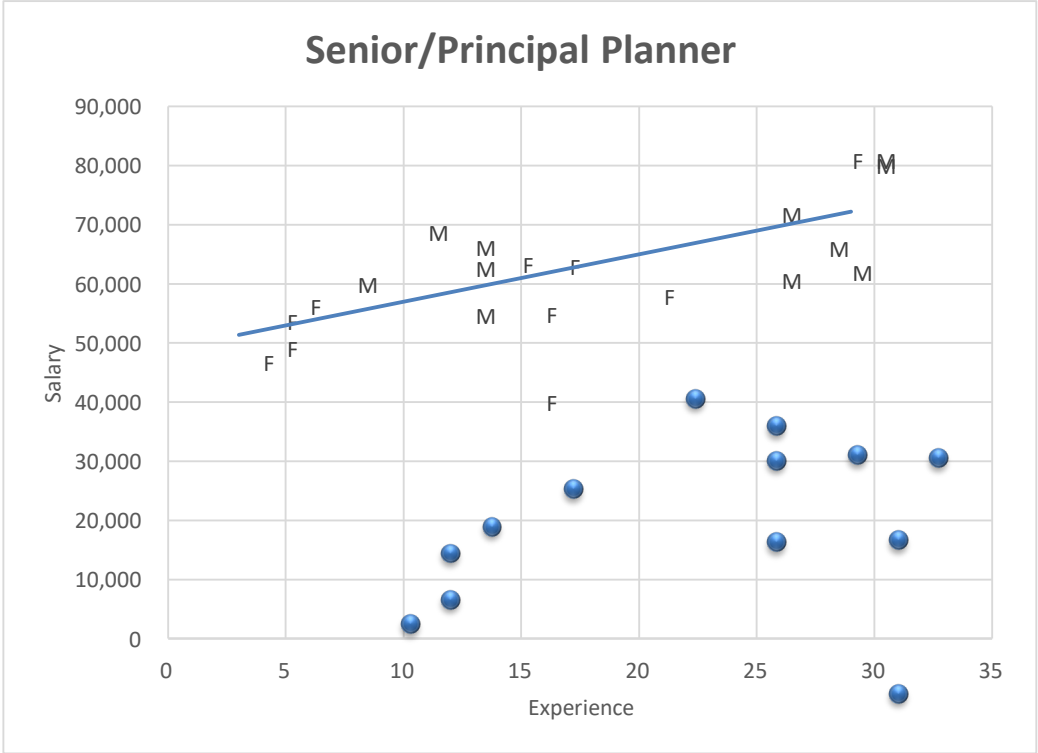
Program Manager



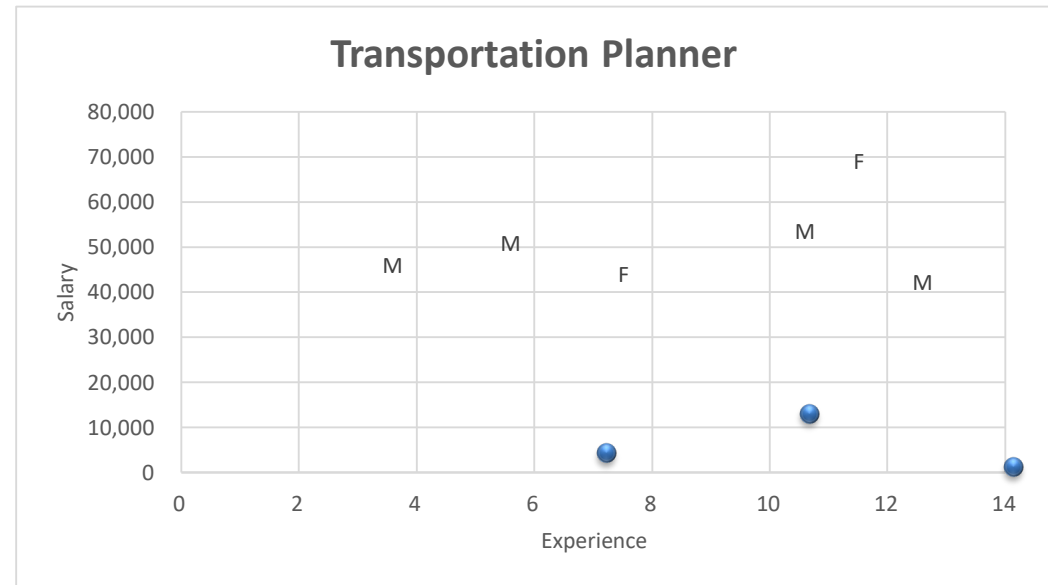
| GIS Planner/Manager | Gender | Exp | Salary |
|---------------------|--------|-----|--------|
| | F | 23 | 81,000 |
| | M | 18 | 70,077 |
| | M | 21 | 66,162 |
| | M | 26 | 64,505 |
| | F | 26 | 55,734 |
| | M | | 48,000 |
| | M | | 44,349 |
| | F | 15 | 43,050 |
| Median | | 22 | 60,120 |
| Mean | | 22 | 59,110 |



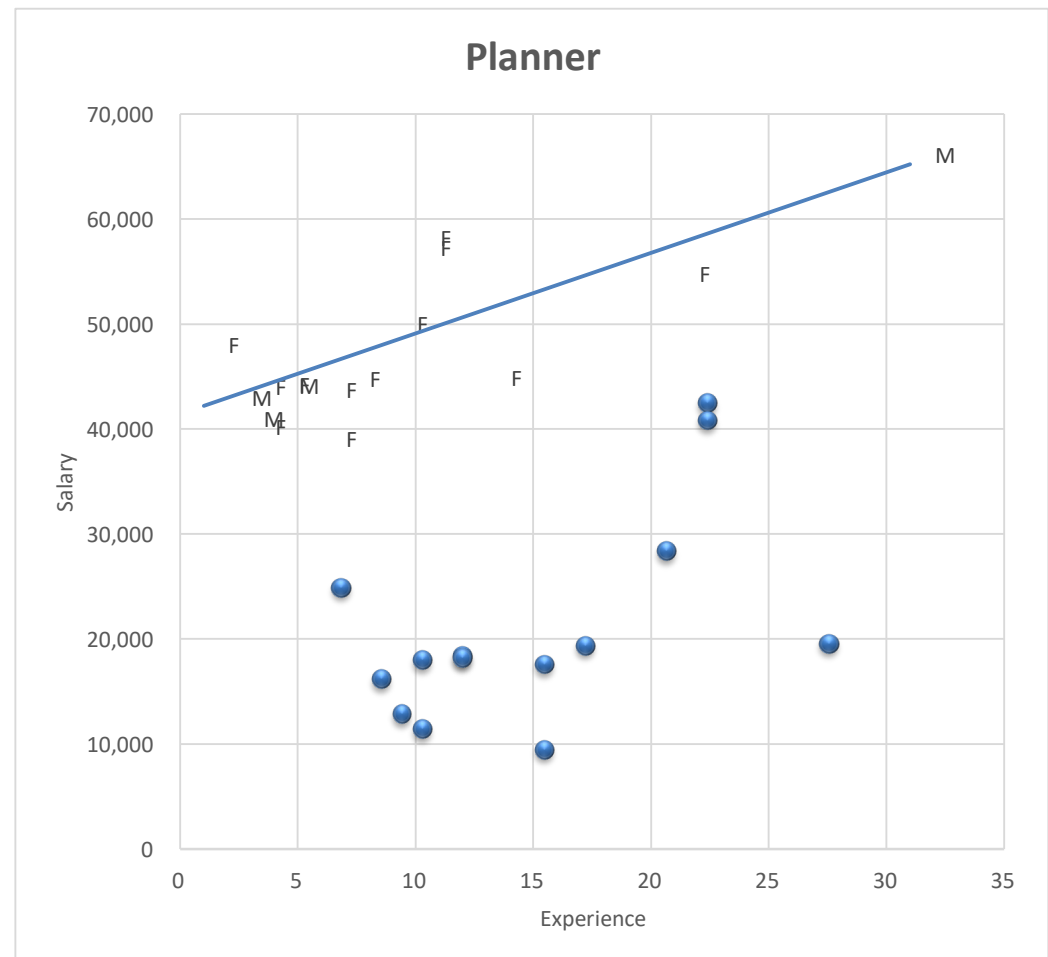
| Sr/Princ Planner | Gender | Exp | Salary |
|-------------------------------|--------|-----|--------|
| Senior Transportation Planner | M | 29 | 81,000 |
| Senior Transportation Planner | F | 28 | 81,000 |
| | M | 29 | 80,184 |
| | M | 25 | 71,894 |
| Sr Transpo Planning Engineer | M | 10 | 68,848 |
| Senior Transportation Planner | M | 12 | 66,185 |
| | M | 27 | 66,000 |
| | F | 14 | 63,307 |
| | F | 16 | 63,000 |
| Transpo Planning Engineer | M | 12 | 62,748 |
| | M | 28 | 62,042 |
| | M | 25 | 60,619 |
| | M | 7 | 60,000 |
| | F | 20 | 57,925 |
| | F | 5 | 56,320 |
| | F | 15 | 55,000 |
| | M | 12 | 54,831 |
| | F | 4 | 53,730 |
| | F | | 53,000 |
| | F | 4 | 49,200 |
| | F | | 47,000 |
| | F | 3 | 46,818 |
| | F | 15 | 40,000 |
| Median | | 15 | 60,619 |
| Mean | | 16 | 60,898 |



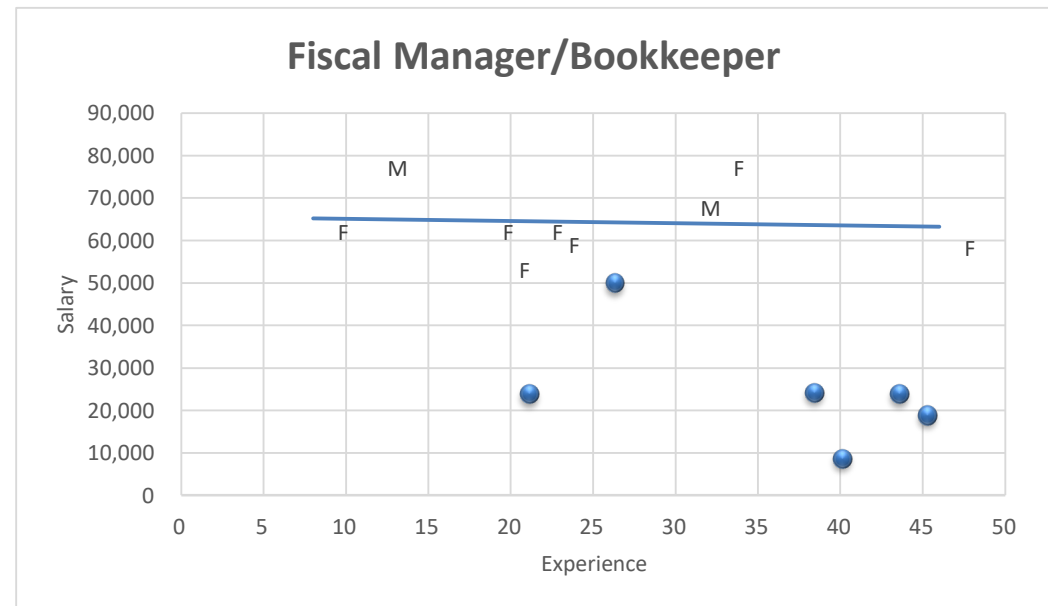
| Transp. Planner | Gender | Exp | Salary |
|-----------------|--------|-----|--------|
| | F | 11 | 69,056 |
| | M | 10 | 53,600 |
| | M | | 53,000 |
| | M | 5 | 51,025 |
| | M | 3 | 46,000 |
| | F | 7 | 44,168 |
| | M | 12 | 42,247 |
| Median | | 9 | 51,025 |
| Mean | | 8 | 51,299 |



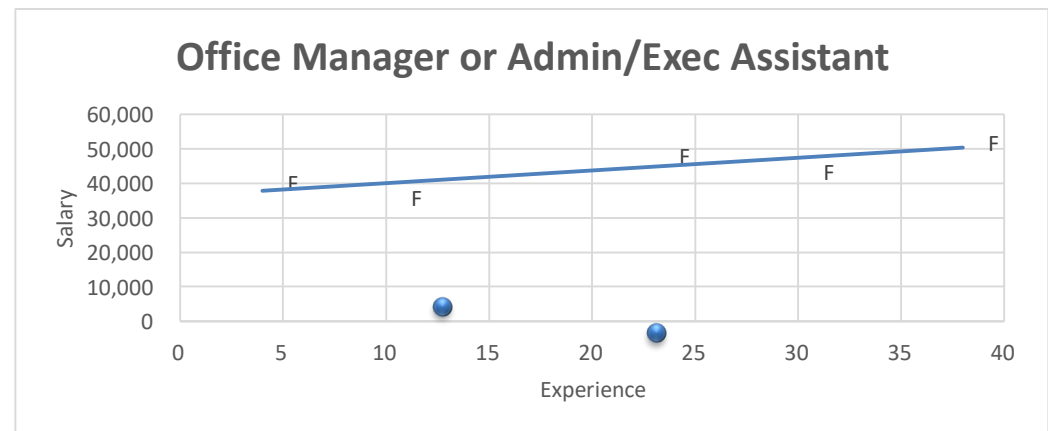
| Planner | Gender | Exp | Salary |
|-----------------------|--------|-----|--------|
| solid waste auditor | M | 31 | 66,200 |
| community development | F | 10 | 58,240 |
| solid waste planner | F | 10 | 57,304 |
| | F | 21 | 54,831 |
| | F | 9 | 50,100 |
| | F | 1 | 48,070 |
| | F | 13 | 45,000 |
| | F | 7 | 44,880 |
| | F | 4 | 44,290 |
| solid waste planner | M | 4 | 44,200 |
| | F | 3 | 44,100 |
| | F | 6 | 43,857 |
| | M | 2 | 43,050 |
| | M | | 43,000 |
| | M | | 42,000 |
| | M | 3 | 41,100 |
| | F | 3 | 40,273 |
| | F | 6 | 39,152 |
| | M | | 31,829 |
| Median | | 6 | 44,200 |
| Mean | | 8 | 46,393 |



| Fiscal/Business Mgr, Bookkeeper | Gender | Exp | Salary |
|---------------------------------|--------|-----|--------|
| | M | 11 | 77,250 |
| | F | 32 | 77,146 |
| | M | 30 | 67,886 |
| | F | | 62,500 |
| | F | 18 | 62,271 |
| | F | 8 | 62,130 |
| | F | 22 | 59,160 |
| | F | 46 | 58,349 |
| | F | 19 | 53,300 |
| | F | 21 | 62,150 |
| Independent Contractor | | | |
| Independent Contractor | | | |
| Median | | 21 | 62,211 |
| Mean | | 23 | 64,214 |



| Office Mgr, Admin/Exec Assistant | Gender | Exp | Salary |
|----------------------------------|--------|-----|--------|
| | F | 38 | 52,000 |
| Finance Assistant | F | 23 | 48,131 |
| Bookkeeper | F | 30 | 43,680 |
| | F | | 43,066 |
| Admin Asst | F | 4 | 40,477 |
| Admin. Assistant | F | | 40,000 |
| | F | 10 | 36,085 |
| Median | | 23 | 43,066 |
| Mean | | 21 | 43,348 |



RESOLUTION OF LODGE, ASSOCIATION OR OTHER SIMILAR ORGANIZATION

By:

Referred to in this document as "Financial Institution"

Referred to in this document as "Association"

I, _____, certify that I am Secretary (clerk) of the above named association organized under the laws of _____, Federal Employer I.D. Number _____, and that the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Association duly and properly called and held on _____ (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

AGENTS Any Agent listed below, subject to any written limitations, is authorized to exercise the powers granted as indicated below:

| Name and Title or Position | Signature | Facsimile Signature (if used) |
|----------------------------|-----------|----------------------------------|
| A. _____ | X _____ | X _____ |
| B. _____ | X _____ | X _____ |
| C. _____ | X _____ | X _____ |
| D. _____ | X _____ | X _____ |
| E. _____ | X _____ | X _____ |
| F. _____ | X _____ | X _____ |

POWERS GRANTED (Attach one or more Agents to each power by placing the letter corresponding to their name in the area before each power. Following each power indicate the number of Agent signatures required to exercise the power.)

| Indicate A, B, C, D, E, and/or F | Description of Power | Indicate number of signatures required |
|-------------------------------------|--|---|
| _____ | (1) Exercise all of the powers listed in this resolution. | _____ |
| _____ | (2) Open any deposit or share account(s) in the name of the Association. | _____ |
| _____ | (3) Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution. | _____ |
| _____ | (4) Borrow money on behalf and in the name of the Association, sign, execute and deliver promissory notes or other evidences of indebtedness. | _____ |
| _____ | (5) Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by the Association as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment. | _____ |
| _____ | (6) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution. | _____ |
| _____ | (7) Other _____ | _____ |

LIMITATIONS ON POWERS The following are the Association's express limitations on the powers granted under this resolution.

EFFECT ON PREVIOUS RESOLUTIONS This resolution supersedes resolution dated _____. If not completed, all resolutions remain in effect.

CERTIFICATION OF AUTHORITY

I further certify that the Association has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the resolutions on page 2 and to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same. (Apply seal below where appropriate.)

☐ If checked, the Association is a non-profit lodge, association or similar organization.

Chittenden County Regional Planning Commission is a governmental entity created by State of Vermont statute.

X _____
(Secretary)

X _____
(Attest by Other Officer)

X _____
(Attest by Other Officer)

RESOLUTIONS

The Association named on this resolution resolves that,

- (1) The Financial Institution is designated as a depository for the funds of the Association and to provide other financial accommodations indicated in this resolution.
- (2) This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by the Financial Institution. Any and all prior resolutions adopted by the Association and certified to the Financial Institution as governing the operation of this association's account(s), are in full force and effect, until the Financial Institution receives and acknowledges an express written notice of its revocation, modification or replacement. Any revocation, modification or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority for the changes.
- (3) The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the Association. Any Agent, so long as they act in a representative capacity as an Agent of the Association, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated on page one, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.
- (4) All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the Association with the Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.
- (5) The Association agrees to the terms and conditions of any account agreement, properly opened by any Agent of the Association. The Association authorizes the Financial Institution, at any time, to charge the Association for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.
- (6) The Association acknowledges and agrees that the Financial Institution may furnish at its discretion automated access devices to Agents of the Association to facilitate those powers authorized by this resolution or other resolutions in effect at the time of issuance. The term "automated access device" includes, but is not limited to, credit cards, automated teller machines (ATM), and debit cards.
- (7) The Association acknowledges and agrees that the Financial Institution may rely on alternative signature and verification codes issued to or obtained from the Agent named on this resolution. The term "alternative signature and verification codes" includes, but is not limited to, facsimile signatures on file with the Financial Institution, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this resolution, (or that are filed separately by the Association with the Financial Institution from time to time) the Financial Institution is authorized to treat the facsimile signature as the signature of the Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file. The Association authorizes each Agent to have custody of the Association's private key used to create a digital signature and to request issuance of a certificate listing the corresponding public key. The Financial Institution shall have no responsibility or liability for unauthorized use of alternative signature and verification codes unless otherwise agreed in writing.

Pennsylvania. The designation of an Agent does not create a power of attorney; therefore, Agents are not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code) unless the agency was created by a separate power of attorney. Any provision that assigns Financial Institution rights to act on behalf of any person or entity is not subject to the provisions of 20 Pa.C.S.A. Section 5601 et seq. (Chapter 56; Decedents, Estates and Fiduciaries Code).

FOR FINANCIAL INSTITUTION USE ONLY

Acknowledged and received on _____ (date) by _____ (initials) ☐ This resolution is superseded by resolution dated _____ .

Comments:

December 8, 2022

Kaitlin Hayes
District Coordinator
111 West Street
Essex Junction, VT 05452

RE: O'Brien Eastview; South Burlington; #4C1106-5

Dear Ms. Hayes,

The Chittenden County Regional Planning Commission's (CCRPC) Staff and Executive Committee have reviewed this Act 250 application for the above-referenced project described as the development of approximately 102 acres of land including subdivision of 42 new lots, construction of 155 dwelling units and construction of infrastructure improvements consisting of 7608 feet of roadways, recreation paths and sidewalks. The project is located in South Burlington, Vermont, adjacent to Old Farm Road, Kimball Avenue, Kennedy Drive and Eldredge Street. The City of South Burlington Planning Commission has approved the project.

CCRPC understands that full findings of fact are requested for the residential, infrastructure, and park space components of the project (including lots 16, 18-20, 24, 31-39, 47-48), and only Master Plan findings are requested for the remaining lots (17, 21-23, 25-30, 40-46, 49-57).

CCRPC offers the following comments on the proposed project:

The proposed project is located within two Planning Areas as defined in the Chittenden County Regional Plan, entitled the *2018 Chittenden County ECOS Plan*.

The residential and some commercial components of the project are in the Metro Planning Area. CCRPC finds these proposed components of the project to be consistent with this planning area for the following reasons:

1. The Metro Planning Area is identified in the Plan as an area planned for growth, and therefore the proposed project helps implement Strategy #2 of the Plan, which calls for 80% of new development in the areas planned for growth. The Metro Planning Area is identified in the plan as an area that provides for jobs and housing in a compact development pattern.
2. The proposed project is served by municipal water and sewer, is in proximity to public transit, and is within walking distance to many services/jobs.
3. The proposed land uses are consistent with the local regulations, as evidenced by the City of South Burlington's approval of the project.

The industrial/commercial component of the project is in the Enterprise Planning Area. CCRPC finds this proposed component of the project to be consistent with this planning area for the following reasons:

1. The Enterprise Planning Area is identified in the Plan as an area planned for growth, and therefore the proposed project helps implement Strategy #2 of the Plan, which calls for 80% of new development in the areas planned for growth. The Enterprise Planning Area is identified in the plan as an area planned for a concentration of employment uses that attract workers from the County and multi-county region.
2. The proposed project is served by municipal water and sewer, is in proximity to public transit, and is within walking distance to many services/jobs.
3. The proposed land uses are consistent with the local regulations, as evidenced by the City of South Burlington's approval of the project.

Therefore, CCRPC finds the proposed project to be in conformance with the Planning Areas of the *2018 Chittenden County ECOS Plan*.

The Traffic Impact Analysis dated 3/30/2022, and associated supporting documents, assembled by Lamoureux & Dickinson Consulting Engineers, LLC was reviewed.

Due to the detailed level of development review in most Chittenden County municipalities, and the environmental permit reviews at the Vermont Department of Environmental Conservation, CCRPC focuses its Act 250 reviews on the type of proposed land use and the Planning Areas section of the *2018 Chittenden County ECOS Plan*. The CCRPC also focuses its review on transportation-related issues, where appropriate, in accordance with the Metropolitan Transportation Plan, which is within the *2018 Chittenden County ECOS Plan*.

These comments are based on information currently available; we may have additional comments as the process continues.

Thank you for the opportunity to comment on the application. Please do not hesitate to contact me at (802) 846-4490 or cbaker@ccrpcvt.org.

Sincerely,

Charlie Baker
Executive Director

Cc: CCRPC Board
Certificate of Service

Commented [TN1]: Additional analysis from staff regarding the traffic impact analysis will be completed and presented to the Exec Committee at our meeting next week.

CERTIFICATE OF SERVICE

I hereby certify on this 8th of December 2022, a copy of the foregoing letter concerning Act 250 Land Use Permit Application #4C1106-5 was sent by U.S. mail, postage prepaid to the following individuals without email addresses and by email to the individuals with email addresses listed

O'Brien Eastview LLC
1855 Williston Road
South Burlington, VT 05403
andrew@obrienbrothersvt.com

O'Brien Brothers LLC
1855 Williston Road
South Burlington, VT 05403
andrew@obrienbrothersvt.com

O'Brien Family Limited Liability
Company
1855 Williston Road
South Burlington, VT 05403
andrew@obrienbrothersvt.com

O'Brien Home Farm, LLC
1855 Williston Road
South Burlington, VT 05403
andrew@obrienbrothersvt.com

Gravel and Shea
Attn: Bob Rushford
rushford@gravelshea.com

Krebs and Lansing
Attn: Scott Homsted
scott.homsted@krebsandlansing.com

South Burlington City Council
Helen Riehle, Chair 180 Market
Street South Burlington, VT
05403
hrehle@sburl.com

South Burlington Planning
Commission Jessica Louisos,
Chair 180 Market Street South
Burlington, VT 05403
jlouisos@sburl.com

Agency of Natural Resources 1
National Life Drive, Davis 2
Montpelier, VT 05620-3901
anr.act250@vermont.gov

FOR YOUR INFORMATION

District #4 Environmental
Commission
Tom Little, Chair
Monique Gilbert/Pam Loranger
111 West Street
Essex Junction, VT 05452
NRB.Act250Essex@vermont.gov
Nrb.act250agenda@vermont.gov

Seven Days/Classified Ad
Section 255 South Champlain
St., PO Box 1164 Burlington, VT
05402
legals@sevendaysvt.com
(The newspaper receives an
abbreviated notice for
publishing.)

South Burlington City Clerk
Donna Kinville 180 Market Street
South Burlington, VT 05403
dkinville@sburl.com

State of Vermont/Dept. of Public
Service 112 State Street, Drawer
20 Montpelier, VT 05620-2601
barry.murphy@vermont.gov
PSD.VTDPS@vermont.gov

Vermont Agency of
Transportation Barre City Place
219 N. Main Street Barre, VT
05641
AOT.Act250@vermont.gov

Vermont Agency of Ag., Food
and Markets 116 State Street,
Drawer 20 Montpelier, VT 05620-
2901
AGR.Act250@vermont.gov

Vermont Division for Historic
Preservation National Life
Building, 6th Floor, Drawer 20
Montpelier, VT 05620-0501
ACCD.ProjectReview@vermont.gov

NRCS, District Conservationist
Natural Resources Conservation
Service 356 Mountain View
Drive, Suite 105 Colchester, VT
05446
joe.buford@usda.gov

Winooski NRCD Office 617
Comstock Road, Suite 1 Berlin,
VT 05602
info@winooskinrkd.org

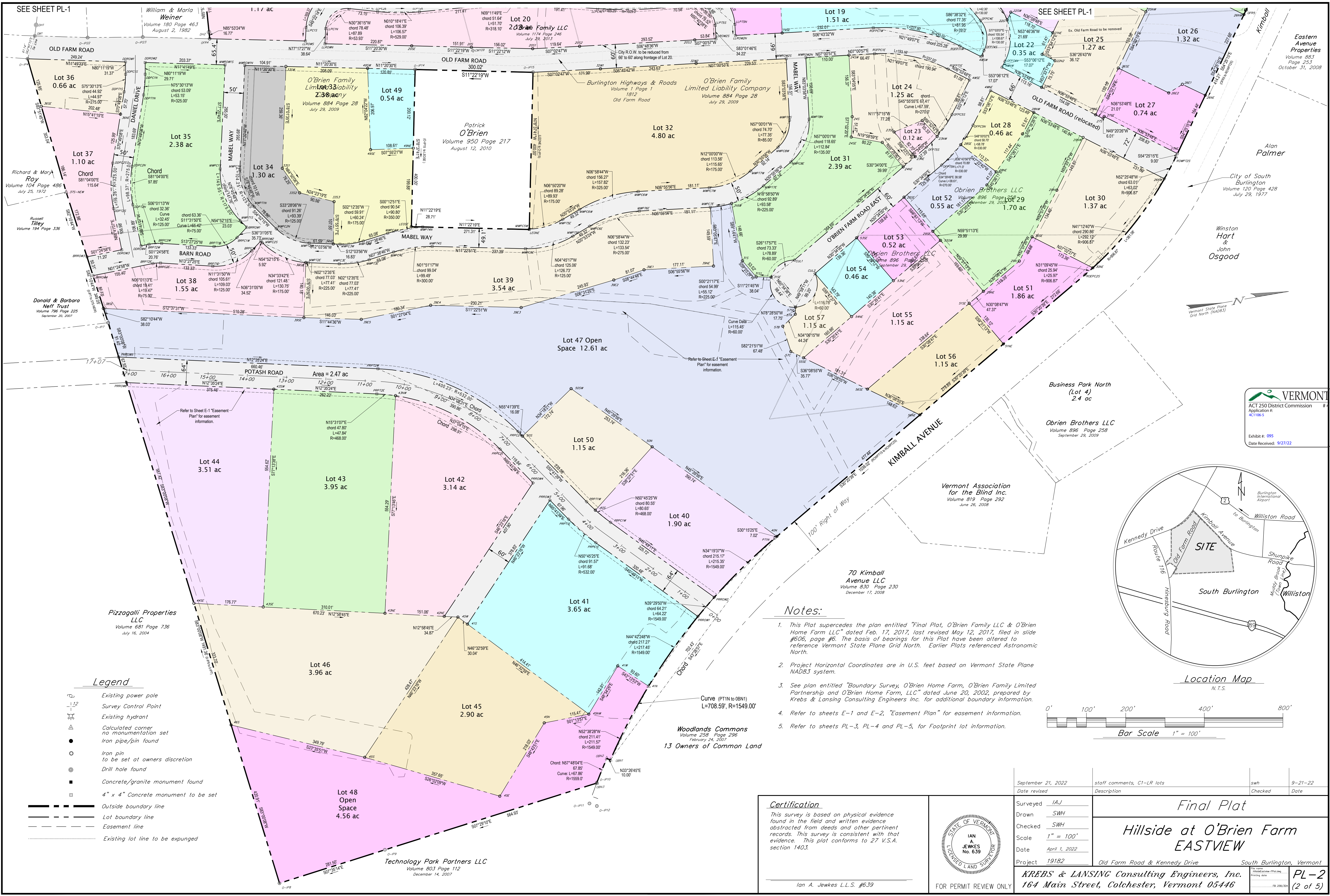
Ethan Tapper, County
Forester/FPR John Gobeille &
Toni Mikula/ANR - Dept. Of Fish
& Wildlife 111 West Street Essex
Junction, VT 05452
ethan.tapper@vermont.gov
john.gobeille@vermont.gov
toni.mikula@vermont.gov

Green Mountain Power
Corporation c/o Kim Jones 163
Acorn Lane Colchester, VT
05446
kim.jones@greenmountainpower.com

Vermont Gas Systems PO Box
467 Burlington, VT 05402
efficiency@vermontgas.com
Efficiency Vermont 128 Lakeside
Ave., Suite 401 Burlington, VT
05401
pics@veic.org

Michael Barsotti, Water Quality
Director Champlain Water District
403 Queen City Park Road South
Burlington, VT 05403
mike.barsotti@champlainwater.org

Dated at Winooski, Vermont, this 8th day of December 2022





781 Blakely Road • PO Box 55 • Colchester, Vermont • 05446 • 802.264.5500

www.colchestervt.gov

November 30, 2022

Ms. Julie Follensbee, ANR/DEC District Wetlands Ecologist
1 National Life Drive, Davis 2
Montpelier, VT 05620

RE: Colchester Solar Farm – Mercier Drive Siting Process

Dear Ms. Follensbee:

I'm writing to respond to your question about mitigation within our solar facility siting process as it relates to impacts on a Class II wetland and 50' buffer zone. As we have been weighing the benefits and impacts of alternative energy goals and related siting issues for a decade, across a multitude of criteria, it seems appropriate to share with you a short background on our efforts.

First, it is important to point out that the Town of Colchester is blessed with a great variety of natural resources and seeks to balance the impacts of human development on the natural environment that supports human life.

There are state, national, and international requirements and goals to move quickly towards renewable energy. Higher level governments instruct local governments to implement these goals. The Colchester Selectboard has established a goal and tasked staff to obtain electric power equal to that consumed in the provision of municipal services from local, renewable sources, in a cost-effective manner.

The [Town of Colchester Heritage Project](#), a Town strategic plan, on page 14, Goals related to governance states, "Create and implement structural, operational, and regional options to optimize the transparency, accountability, effectiveness, and cost of Colchester's government and public services.

The [Colchester Town Plan](#), updated in 2019, on page 71 states, "the Town should site another solar photovoltaic generation facility on Town land, so as to approach a goal of producing electrical energy close to the total amount consumed by the Town directly."

In 2019, the Selectboard named the Planning Commission the [Town Energy Committee](#) and directed town staff to serve as the primary agents to implement energy efficiency improvements and local energy production and to recommend projects and project funding. The Annual Town Report, provided to our entire community, includes information on energy issues reflecting our progress on these important goals.

The implementation of national, state, and local renewable energy goals will have an environmental impact. The Town has gone through a great number of steps over many years to mitigate the impacts of its alternative energy projects upon the environment. These include: energy use reduction; evaluation of location appropriate alternative energy sources; review of improved areas and buildings for solar energy systems integration; and an extremely rigorous and lengthy site selection process for ground mounted solar.

Initially, the Town focused on reduction in consumption of energy. Our largest project was nearly \$500,000. This project included converting the majority of the street lights in the Town to LED. We made this conversion even though most of the lights were owned by Green Mountain Power. We have conducted an evaluation of all our buildings and facilities and have been converting toilets to lower flow; adding insulation and thermal wrap to buildings; modernizing heating, ventilation and air conditioning systems to reduce power consumption; and changing out interior lighting, all to reduce energy consumption. We have reduced our vehicle fleet, both in number and size of vehicles, and began purchasing electric vehicles and chargers instead of internal combustion engine vehicles.

The Town also began evaluating renewable energy generation goals in 2004. We first had an energy consultant evaluate wind in 2009. It was found that unless we had turbines almost right on the lake, it would not be viable. The Town owns little land right on the lake and that which it does is active recreational land. Beginning in 2010, we began to look towards locating solar generation facilities on town buildings and identified town buildings with roofs that may have had the capacity to support solar. We had engineers review the plans and evaluate changes needed to allow the buildings to support solar. They were either too steep or did not have the structural capacity to hold solar and could not be effectively reinforced. Another consultant revisited wind in 2015 and had the same conclusion.

We evaluated town-owned parking lots for placement of solar parking canopies. All but one of our parking lots were surrounded by too many trees to support solar. We entered a public process to place a solar canopy at one of our parks. We received opposition because it impacted our most used park very significantly, from an aesthetic perspective. As a result, this option was withdrawn.

In 2015, the Town of Colchester then explored partnering with others on their solar projects, on their land. The Selectboard authorized the Town Manager and Town Attorney to enter net metering agreements for this purpose. There was not much savings to the taxpayer—something important in Colchester where we have both a higher number and higher percentage of lower income homeowners than other communities in Chittenden County. This demographic reality creates significant fiscal

pressure on the Town in terms of costs and levels of municipal services. It has also led to failed municipal budgets and makes it more challenging to accomplish goals that require additional financial resources in the form of property taxes.

We found an out of town net metering agreement in 2016 for a 15% savings on our electric bills which the Selectboard approved. It was not consummated, as an organization in the energy business became the offtaker, in our place. We then tried to partner with a joint energy offtaker purchase with the State School Boards Association, but their vendor only offered a savings below single digits and would not agree to even consider negotiating their standard contract language.

Being offtakers for solar projects on private land, across the state, offered few financial benefits and little flexibility in contractual terms. The Town wanted to find more savings for its taxpayers and also provide an example of local solar production within our community where the electricity would be consumed. We determined we could achieve this by developing solar projects, at a reasonably small scale, on town-owned land or buildings. This type of project can then be self-financed, as a business model, without using taxpayer resources. The project size that works financially is about 150 kW and takes less than two acres. This has the advantage of having the power produced close to where it is consumed and not transporting the energy back from rural areas of the state.

Having exhausted building, parking lot, and out of area solar options, and coming to understand the financial model that could work, the Town of Colchester turned to evaluating town-owned land for ground-mounted solar. We first evaluated solar development firms that would partner with the town and allow the town to retain the majority of the savings. After vetting fifteen solar development firms, we found a partner willing to share risks and rewards with the town and begin evaluating all town-owned land of 3 or more acres. We [identified and reviewed](#) twenty-two sites where the town owns at least 1.5 acres. This was first assigned to a citizen energy committee and later followed up on with staff and a consultant. We then reviewed the land for a variety of constraints, including deed restrictions, adjacency to electric distribution lines, and importantly, a vast spectrum of environmental constraints including waterways, slope, boundaries, wildlife habitat areas and distance to abutting land owners. This evaluation is summarized in Attachment A and visualized in Image 1 to this letter. The currently proposed site was initially not selected due to its proximity to residential development, that it contained trees, seasonally damp areas and was almost landlocked.

In this review of 22 sites, half were flagged due to wetlands: ten were flagged as “bad” sites and one was flagged “unsure,” due in part to wetlands. Three more were flagged as “bad” for other reasons. Two sites were flagged as “good,” one of which was developed into a 150 kW solar facility and another is under development. Of seven sites identified as “unsure”, three have deed restrictions prohibiting solar, one was developed as a 150 kW solar facility, one was rejected by ANR, one has a steep hillside and one is a play area for youth in a multi-family residential neighborhood.

After years of site evaluations and permitting, we funded and built two solar farms, [Roosevelt](#) and the [Pumpkin Patch](#), of 150 kW each, which were completed in 2018. One was on farmland which was not terribly productive due to gravel in the soil. The other was adjacent to a state highway in a wooded area. These sites produced about 66% of the electricity consumed in the provision of municipal services. A

third site of 150 kW would complete the Selectboard goal. These projects have been cited statewide as [examples of appropriate and successful solar implementation](#) and we have been asked to speak about our unique permitting, financing and development approach.

We identified a third solar site, adjacent to an industrial area on about 82 acres of town-owned land. This property had a deed restriction making our financing method difficult but the federal government, including the Secretary of the Interior and the U.S. Department of Defense, were willing to remove the restrictions to make the project possible. We spent years developing this project. However, an ANR Ecologist, raised concerns about the project through the Act 248 Advance Notice. He would not entertain, regardless of the amount of acreage offered, a swap of a conservation easement in exchange for a blessing to cut down the 2 acres we needed, adjacent to a major manufacturer. He was emphatic that ANR would object to the project if we moved forward and that under 5.107(C)(7), they would testify that it would have an "undue adverse impact" as a "rare, irreplaceable, natural area" due to the forested area. We did not agree with the assessment that it was not replaceable as the life of our removable solar structure is only 35 years, but we accepted it, understanding that appealing it would cost us about \$25,000 which was too much for a project of this size to bear. We explained to the community that future solar projects proposed by the town would be either on farmland or in residential areas as we had no more suitable land.

So, we returned to the Mercier Drive location. We were aware that there were seasonally damp areas on the parcel, due to its prior use as a sand pit for extractions and that after review, acknowledged that it contains a wetland but one with relatively low functions. There are also other considerations on the site. It is in a small isolated area, completely surrounded by a residential neighborhood, which is why it was avoided to begin with. To address those considerations, we were careful to place the array where visual impact would be minimized. We were especially diligent in our outreach to the abutting neighbors and as a result, we received no local opposition to the project. We also needed to place it where we have legal access. After completing our required wetland delineation with ANR staff and our own wetlands engineer, we did move the location of the solar array to minimize the impacts at this site.

It is not possible to develop a smaller farm at this site and make it economical for the town. If this permit is not granted at, or very near, the size proposed, we will abandon the site. We have spent \$30,000 on permitting this specific site and over 20 years and hundreds of thousands of hours in volunteer time, staff time and consulting fees, siting alternative energy sites.

It is understood that there is a very specific responsibility being addressed here, whether the project impacts on wetlands is acceptable or not. But this single decision, in this one area, should not be made in a vacuum, ignoring the exceptional level of diligence the Town of Colchester has put into ensuring the highest level of stewardship of our environment and our citizens' best interests. The Town has considered all of its options and we do not have another viable site if Mercier is not permitted.

We appreciate your consideration of our past efforts, as you evaluate our project in light of wetland impacts and your understanding of how this decision impacts our efforts to locate local, affordable, renewable energy in our community.



Please let me know if you need any additional information or would like to discuss further.

Sincerely,

Aaron Frank, Town Manager

CC: Senator Richard Mazza; Colchester Representatives Brennan, Taylor, Austin and Chase
Chittenden County Regional Planning Commission
Colchester Selectboard; Colchester Planning Commission
Abby Dery, PE, TCE; Nils Behn and Aaron Lavallee, Aegis Renewable Energy

Attachment A Colchester Solar Site Evaluations Summary:

| Site # | Initial Assessment | Assessment Comments | Street Number | Street Name | 3 Phase | Open or Forest | Topography | Listed Total Acres |
|--------|--------------------|---|---------------|------------------|---------|----------------|-------------------|--------------------|
| 1 | Unsure | Steep Hillside. Contains an easement and a building which houses a telephone and internet switching station and another easement for access accross. Parcel is shaped like a bow-tie so is very difficult to configure with setbacks. Requires special setback due to adjacent to interstate 89. Land was sold to an abuttor with existing easements. | 117 | MOUNTAIN VIEW DR | yes | both | hillside | 1.70 |
| 2 | Bad | Listed acreage was incorrect. Site is 0.65 acres. Too small. Bad setbacks. All forested. | 61 | OAK CIRCLE | yes | forest | level | 1.85 |
| 3 | Bad | Acreage is wrong. Site is 0.4 acres. Too small. Bad setbacks from river and wetlands. All forested. Even when added to site 5 it is bad. | 670 | HEINEBERG DR | no | forest | level | 2.00 |
| 4 | Bad | Land locked and forrested. Seasonally wet area. Totally surrounded by homes. | 60 | MERCIER DR | no | forest | level/residential | 2.80 |
| 5 | Bad | Acreage is wrong. Site is 1.17 acres. Bad setbacks from river and wetlands. All forested. Even when added to site 3 it is bad. | 670 | HEINEBERG DR | no | forest | riverfront | 3.00 |
| 6 | Unsure | Acreage is a little off but looks like there is potential for a 150kW. This site will likely require significant vegetative screening from the bikepath. Power is underground. Probably single phase. Public reaction may be unfavorable as is used as a youth play area for multi-family residential. | 45 | LAURA LN | | open | level | 3.45 |
| 7 | Bad | Site too narrow and totally forested. Also is 1.8 Acres and steep ledge | 0 | OAK CIRCLE | yes | forest | steep | 4.21 |
| 8 | Bad | 95% Wetland. | 257 | MALLARD DR | no | both | wetlands | 5.00 |
| 9 | Bad | It is a park in a historic area with multi-family housing with activie and passive recreation uses. | 143 | DALTON DR | yes | both | level | 6.40 |



| Site # | Initial Assessment | Assessment Comments | Street Number | Street Name | 3 Phase | Open or Forest | Topography | Listed Total Acres |
|--------|--------------------|---|---------------|---------------------|---------|-----------------|------------------------------|--------------------|
| 12 | Bad | 100% WETLAND | 4941 | ROOSEVELT HWY | no | Open with trees | Level/Wetlands | 10.00 |
| 13 | Bad | 100% WETLAND | 1316 | MALLETT'S BAY AVE | no | both | Level/Wetlands | 10.10 |
| 14 | | Potential 150kW site at Southern end of this lot. Unclear if lot extends West to Colchester Point Rd. There is a 1/2 acre cleared site that could be expanded. Contiguous to Colchester Bog and Natural Resource Sensitivity. Deed restrictions prohibit use as solar. | 178 | MILLS POINT RD | no | forest | level | 13.00 |
| 15 | Good | Nice flat 150kW site with 3ph closeby. Site would require tree clearing. Would have conflicted with future recreation center. Center is being planned with rooftop and parking lot solar. | 214 | EAST LAKESHORE DR | yes | forest | level | 13.30 |
| 16 | Unsure | Far Western side of this lot may work across from the bikepath parking lot. Site would require a lot of tree clearing. Also abutts wetland so site visit will be needed first thing. Two phase is right there. 150kW site. Deed restrictions prohibit use as solar. | 2 | MILLS POINT RD | no | forest | Level/Wetlands | 21.00 |
| 17 | Bad | 100% WETLAND | 625 | WINDEMERE WY | no | forest | wetlands | 21.03 |
| 18 | Good | 150kW 3Ph site at southern tip off of the road pulloff on Roosevelt Hwy. Developed as solar farm. | 3039 | ROOSEVELT HWY | no | forest | level | 21.61 |
| 19 | Bad | 100% WETLAND | 1969 | COLCHESTER POINT RD | no | forest | level/wetlands | 22.50 |
| 20 | Unsure | Good 150kW 3ph site along Holy Cross Rd. will need abutter input as a first step. Deed restrictions prohibited solar. | 104 | Holy Cross Rd | yes | forest | level | 47.00 |
| 21 | Bad | Wetland and impossible access. This is Colchester Pond! | 0 | East Rd | no | forrest | hillside/Mountain/waterfront | 48.40 |
| 22 | Unsure | Good 150 kw site but single phase is about 2,000' away. Developed as solar farm. | 1080 | MALLETT'S BAY AVE | no | both | level | 60.20 |
| 23 | Bad | Nothing left after Rec fields go in. All other areas are wetland or very steep hills. | 1011 | MILL POND RD | no | forest | level | 66.01 |
| 24 | Unsure | Town was able to get the US Dept. of Interior and the US Dept. of Defense to agree to remove restrictions from deed that would have made financing of a solar facility on the site challenging. We proceeded with Act 248 permmtting but withdrew under strong objection from ANR/DEC in 2021. We also withdrew our request of the USDOl and USDOD. | 1007 | ROOSEVELT HWY | yes | forest | level | 82.90 |



Image 1: Colchester Solar Site Evaluation locations

