

**Agenda – Joint Finance &
Executive Committee Meeting**
Wednesday, January 4, 2023 – 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/81751711485>

One tap mobile: +16468769923,,81751711485#

Dial in: +1 646 876 9923 Meeting ID: 817 5171 1485

1. Call to Order, Attendance
2. Changes to the Agenda, Members' Items (Action)
3. December 7, 2022, Joint Finance and Executive Committee Minutes* (Action)
4. Act 250 & Section 248 Applications
 - a. 0 Mercier Drive – Full Petition; Colchester; #22-3302-NMR* (Action)
5. FY23 UPWP and Budget Mid-year Adjustment* (Action)
6. Equity Update (Discussion)
7. Legislative Priorities* (Discussion)
8. Chair/Executive Director Report (Discussion)
 - a. Chittenden County Communications Union District
 - b. Municipal building energy resilience grant program
9. Draft Board Agenda* (Discussion)
10. Other Business (Discussion)
11. Executive Session (possibly to discuss personnel issues) (Action)
12. Adjournment (Action)

*Attachments

NEXT MEETING – Executive Committee – Wed. February 1, 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.*

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

DATE: Wednesday, December 7, 2022

TIME: 5:45 PM

PLACE: Remote Attendance via ZOOM

PRESENT: Catherine McMains, Chair Chris Shaw, Vice-Chair
Bard Hill, Secretary/Treasurer Michael Bissonette, at large <5000
Mike O'Brien, Past Chair (5:55 PM) Jacki Murphy, at large >5000
Jeff Carr, Finance

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.
Mckenzie Spear, Business Office Assoc. Anne Nelson Stoner, Equity Mgr.

1. Call to Order, Attendance. The Joint Executive and Finance Committee meeting was called to order by Catherine McMains at 5:46 PM.

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

Chris Shaw had a comment. He stated that Brian Searles, a former Secretary of Transportation, had written an article on the benefits of consolidating local Chittenden County police entities into a single department. Chris wondered if this is viable. Bard said he also had ideas on this concept. Charlie said he would address this later in the agenda.

3. Approval of the November 2, 2022, Joint Finance and Executive Committee Meeting Minutes
BARD HILL MADE A MOTION, SECONDED BY MIKE O'BRIEN TO APPROVE THE NOVEMBER 2, 2022, JOINT EXECUTIVE AND FINANCE COMMITTEE MINUTES WITH EDITS. MOTION CARRIED UNANIMOUSLY.

- Edit: Pg 1 Line 43, delete 'is'
- Edit: Pg 3 Line 6, add 'that' before 'needs'
- Edit: Pg 4 Line 13, add 't' to the end of 'though'
- Edit: Pg 5 Line 3, delete 's' from 'Charlies'
- Edit: Pg 5 Line 26, delete 'be'

Catherine turned the meeting over to Bard Hill for the Finance Committee items at 5:52 PM.

4. FY23 First Quarter Financial Update

a. Journal Entries, July – September 2022

Jeff asked what VOBICIT was? Charlie said VOBICIT is the Vermont Online Bridge and Culvert Inventory Tool and noted Pam Brangan attended an annual conference and booked travel expenses to this project.

1 Jeff said he appreciated our ongoing work in racial equity, and noticed large dollar journal
2 entries associated with equity work and wondered what it was for? Charlie explained we are
3 the pass through entity from the Vermont Department of Health to the Vermont Racial Justice
4 Alliance. The grant funds are primarily connected to COVID-19 recovery initiatives.

5
6 Jeff asked what is the Pomerleau DIBG? Forest answered it is one of our Vermont DEC clean
7 water projects at the Market32 shopping center and explained DIBG stands for Design and
8 Implementation Block Grant.

9
10 JEFF CARR MADE A MOTION, SECONDED BY JACKI MURPHY, TO APPROVE THE QUARTERLY
11 JOURNAL ENTRIES FOR JULY 2022 through SEPTEMBER 2022. MOTION CARRIED
12 UNANIMOUSLY.

13
14 b. First Quarter Results

15 Forest referred members to the memo included with the packet and provided a financial
16 review covering the period of July 2022 through September 2022.

17
18 Balance Sheet, as of September 30, 2022.

- 19 • Cash in checking at \$184,181 (operating).
- 20 • Cash in Money Market \$307,766 (reserve)
- 21 • Current assets over liabilities, \$997,805
- 22 • Deferred Income Communities - match: \$253,734
 - 23 ○ We are using ACCD funds for the first \$100K of match

24
25 **Income Statement through September 30, 2022**

26 Forest stated the first quarter financials for FY23 were typical. Operations Support Revenues
27 are slightly behind budget at 23.3%. This results in a deficit of \$29,914 for the first quarter.
28 Forest explained the first quarter is consistently our most difficult revenue generating quarter
29 due to a combination of factors. For one, staff tend to take more time off during the summer
30 months. We also have a lower indirect rate for FY23 than what is likely to be the actual. (76.8%
31 approved versus an expected actual coming in at 80%). Additionally, we hired two new
32 positions for FY23, a Business Office Associate and Equity and Engagement Manager. The
33 Equity and Engagement Manager position will contribute to the direct costs pool, conversely,
34 the Business Office Associate position is exclusively indirect.

35
36 Charlie stated there was a significant increase in regional planning funds and we made an
37 internal decision to utilize ACCD funds in lieu of dues for the first \$100,000 of transportation
38 program match instead of municipal dues. This change was made to accommodate the
39 increased pressure on dues from the transportation program. We have never done this before
40 and will need to wait to see how it works out. Essentially, we want to ensure we use every
41 dollar required in the fiscal year. Overall, we had a relatively healthy cash position at the
42 beginning of the fiscal year. The projection indicates the favorable financial position should
43 continue.

44
45 The CCRPC received the first installment of Clean Water Service Provider Formula Grant funds
46 for \$216,189 in early October. Between now and January we need to establish a CWSP bank
47 account. The CCRPC had revenue in excess of expenses at approximately \$70,000 at the end of

1 FY22. This factored into the decision to increase our reserves with a transfer of \$75,000 from
2 the checking account and into the money market account.

3
4 Jeff Carr agreed with Forest and said these numbers are typical for the first quarter. He added if
5 there is any time to absorb a negative number, the time is now because the cash balances are
6 good. Jeff said we've been here before and nothing he sees is of concern. Bard thanked Jeff for
7 his historical knowledge, outlook, and perspective on the budget.

8
9 Bard asked for more details about the request to transfer \$75,000 to reserves. Forest explained
10 our goal is to periodically move cash out of operating and into reserves to build it up a bit over
11 time. Bard said this brings us close to \$380,000, and he wondered what is the end goal? Forest
12 said we want to have three months' worth of operating expenses which equates to about
13 \$600,000. Chris Shaw asked where the CWSP funds are located. Forest explained that the
14 funds are in our checking account. None of the money market funds are CWSP dollars, the
15 entire \$307,766 is reserve and does not include CWSP. Charlie stated the only circumstance we
16 might need to transfer money back from reserves into the Checking account is if a larger billing
17 reimbursement was delayed.

18
19 Jeff asked if we should be fearful of rising inflation or a possible recession in terms of current
20 projects statuses? Charlie said he does not currently have any huge concerns, but to Jeff's
21 point, this is one of the reasons we are working on building up our reserves.

22
23 Bard asked, Do the higher interest rates make our towns less likely to undertake projects due
24 to fiscal concerns? Charlie said there has been enough funding from the federal government
25 that should provide at least two or three years of funding.

26
27 Bard asked if anyone had any concerns with transferring \$75,000 from the checking account
28 into the money market account. There were none.

29
30 Forest said our auditor, Sullivan Powers & Co., is undergoing changes in management and will
31 no longer be able to carry out our audits. We will issue a Request for Proposals to other audit
32 firms in the coming months.

33
34 **The financial portion of the meeting concluded at 6:20 PM. Jeff said goodbye to everyone and**
35 **excused himself from the meeting.**

36
37 5. Potential Salary Range Adjustments

38 Charlie referred members to the FY20 Comp Benchmarking Salary Range tables and charts included
39 with the packet. He explained we currently have staff who are hitting the top of our adopted salary
40 ranges. Charlie asked if, due to current inflationary pressures, the committee would consider a
41 potential incremental adjustment now, knowing that there will likely be another increase next
42 winter when we do a full compensation study. Mike O'Brien clarified the adjustment to the salary
43 range referred to the documents and tables not necessarily staff salaries. Charlie said yes. He
44 explained the tables are from our most recent compensation study. He explained that some staff are
45 concerned that in a time of steep inflation their salaries will remain flat. Chris Shaw said he is in
46 favor of making these incremental adjustments. Jacki agreed. She asked if this is based on just the
47 salary or the total compensation. Charlie said it is based on salary ranges and not the overall

1 compensation package. Charlie said he is asking for a 4% increase based on the current approximate
2 8% rate of inflation.

3
4 MIKE O'BRIEN MADE A MOTION, SECONDED BY BARD HILL, TO ADJUST THE SALARY RANGE TABLES
5 BY 4%. MOTION CARRIED UNANIMOUSLY.

6
7 6. Bank Account Resolution to establish CWSP Account

8 Catherine said a CWSP banking account needs to be opened. The resolution was included with the
9 packet to establish the Opportunities Credit Union bank account for the Clean Water Service
10 Provider. Forest said he would send the resolution out for the required signatures through
11 DocuSign. Catherine said she really appreciated the ease of working with DocuSign.

12
13 BARD HILL MADE A MOTION, SECONDED BY CHRIS SHAW, TO ESTABLISH A CLEAN WATER SERVICE
14 PROVIDER CHECKING ACCOUNT WITH THE OPPORTUNITIES CREDIT UNION.

15
16 7. Act 250 & Section 248 Applications.

17 a. O'Brien Eastview, LLC; South Burlington; #4C1106-5

18 Taylor referred members to the Draft Act 250 application letter included with the packet. He
19 explained the current recommendation is to hold off on approval of the letter until there is
20 more analysis and complete information, which will likely be early 2023, in January or
21 February. Member discussion ensued and agreed with Taylor's recommendation to wait.

22
23 Mike O'Brien stated he is not related to or affiliated with this O'Brien group.

24
25 b. Mercer Drive, Colchester Solar Siting correspondence

26 Charlie referred members to the Colchester Solar Siting document included with the packet.
27 The Town shared this with the CCRPC for our awareness. Jacki said this is a very small
28 wetland issue and thinks the project is still a possibility, but there will need to be additional
29 approvals. Taylor explained, typically once the town can obtain the proper permits, these
30 types of projects can move forward. Bard asked what are the fees associated with projects
31 with wetlands? Taylor provided members with an online link to the mitigation costs and said
32 the amount is approximately .75 cents per square foot. He said there are additional costs
33 associated with the buffer.

34
35 8. Legislative Breakfast Priorities

36 Charlie reviewed the presentation with members and asked for feedback. He reminded everyone
37 the breakfast was scheduled for the next morning on Thursday, December 8 at 7:30 AM. He
38 explained there were some minor changes from the previous iteration but included the same topics.
39 Members and Charlie thoroughly reviewed and discussed the format for the presentation. Members
40 suggested various edits and asked for certain items be emphasized, particularly the housing and
41 equity topics.

42
43 9. Equity Update

44 Charlie introduced Anne Nelson Stoner, our new Equity and Engagement Manager. Anne Nelson
45 said there are 17 members on the Equity Advisory Committee. The group has begun developing a
46 Mission Statement and a Code of Conduct. They are also planning to update the Public Participation
47 Plan and make updates to the stipends policy. She said the committee is also involved with the
48 Winooski Walk-Bike plan. Anne Nelson said she has been meeting with various folks including

Meeting Minutes

community members, people at the Vermont Racial Justice Alliance and the Burlington Racial Equity, Inclusion & Belonging department. Charlie said they are in the process of gathering feedback solicited from people over the past few years to create the CCRPC's equity action plan. This is a master list that includes multiple things we can do to promote racial equity and inclusion moving forward.

Bard said he was curious to know why there was involvement in the Winooski Bike/Ped plan, is this a local or regional plan? Eleni explained this is a local project we have going with Winooski, and we are working with a consultant.

10. Chair/Executive Director Report:

- a. Municipal Selectboard/Council Meeting. Charlie said he is wrapping up his visits with all the Chittenden County municipalities. He explained the towns have expressed appreciation for the work from the CCRPC. Mike O'Brien gave kudos to Charlie's approach and thanked him for visiting each of the towns.

11. Other Business: Mike Bissonette asked when the UPWP committee meeting dates would be announced. Eleni said Marshall Distel is working on the schedule now and will share with everyone soon.

12. Executive Session: None needed.

13. Adjournment: MIKE O'BRIEN MADE A MOTION, SECONDED BY JACKI MURPHY, TO ADJOURN THE MEETING AT 7:39 PM. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Amy Irvin Witham

January 5, 2023

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 150 kW 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 (“the 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.

CCRPC reviewed the project conformance with the suitability policies and the constraint policies in the ECOS Plan. The suitability policies help determine whether projects are cost effective and the constraint policies help determine whether projects respect the natural environment:

Suitability Policies

The *2018 ECOS Plan* recommends the siting 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 State known constraint will be impacted by the proposed project. This constraint was not identified in the 45-day notice of application:

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

CCRPC understands the value of wetlands and their importance to wildlife, ecosystem health, the built environment, and aesthetics. This is reflected in Strategy 4, Action 1f of the *2018 ECOS Plan*.

CCRPC also acknowledges the exceptional due diligence undertaken by the Town of Colchester to identify appropriate municipally owned sites for solar facilities to meet State, regional, and local renewable energy generation goals that assist with our transition away from fossil fuels. It is CCRPC's hope that the Agency of Natural Resources and the Town of Colchester can find innovative and well-balanced mitigations measures, or permit conditions, that will help overcome the challenges posed by the Mercier Drive project's potential impact on the Class II wetland and associated buffer.

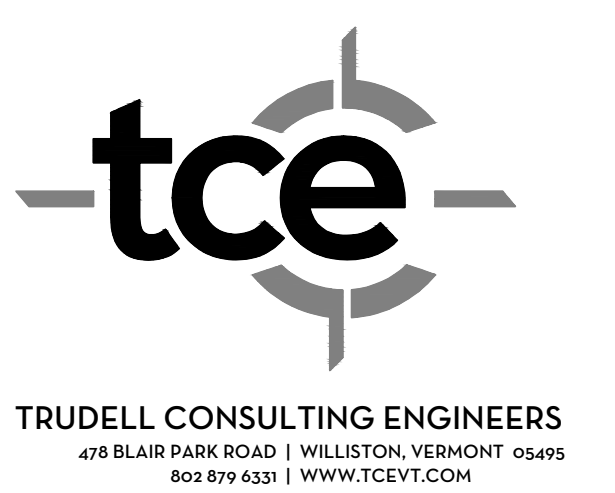
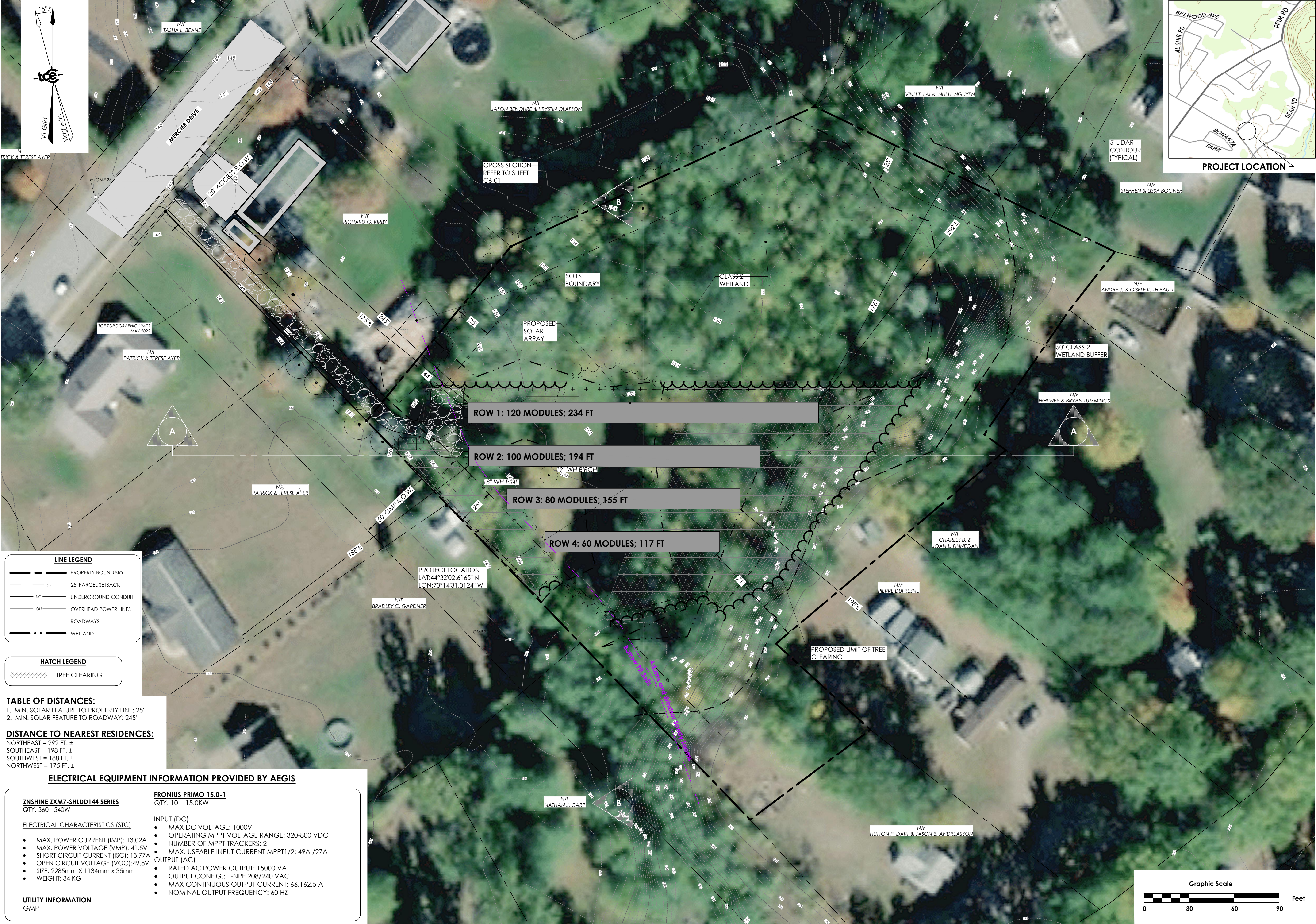
These comments are based on information currently available; we may have additional comments as the process continues. Based on the information provided in the petition, the CCRPC finds that the proposed project meets constraints policies of the 2018 ECOS Plan provided a wetlands permit is received from the Vermont Agency of Natural Resources.

Please feel free to contact me with any questions.

Sincerely,

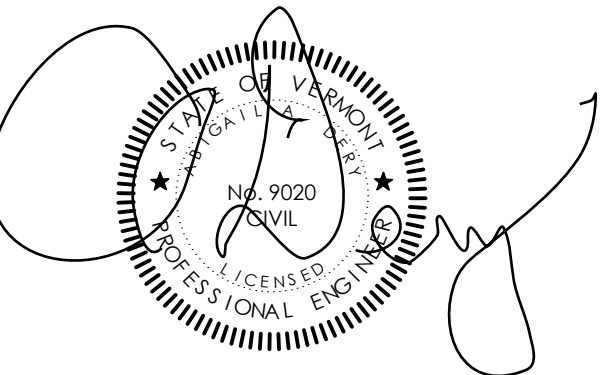
Charlie Baker
Executive Director

CC: CCRPC Board,
Aaron Frank, Colchester 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

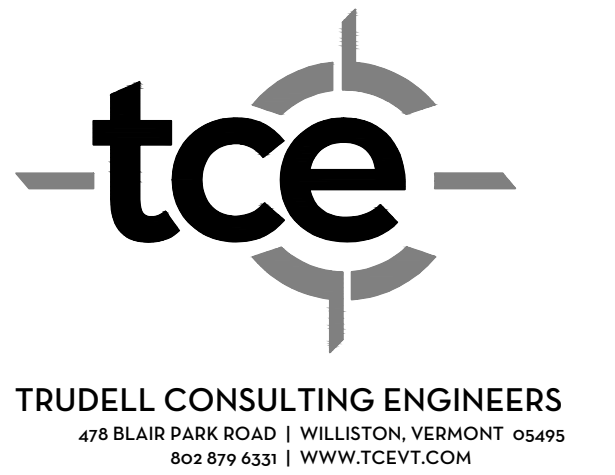
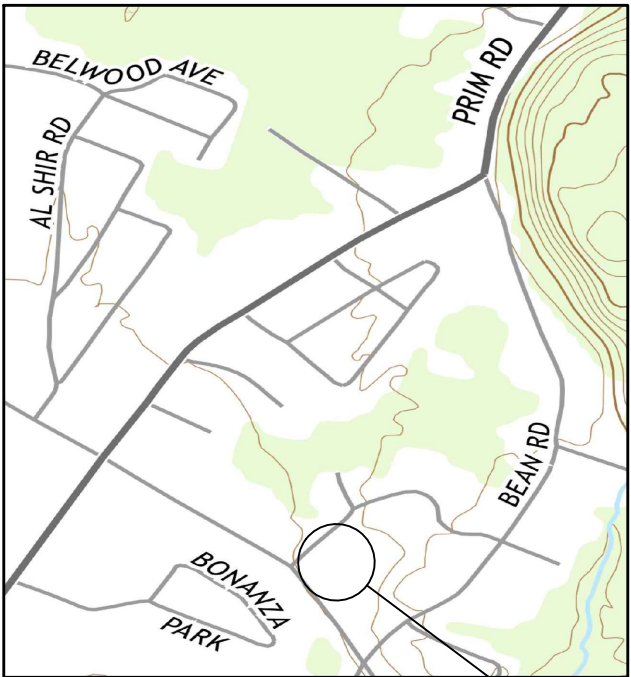
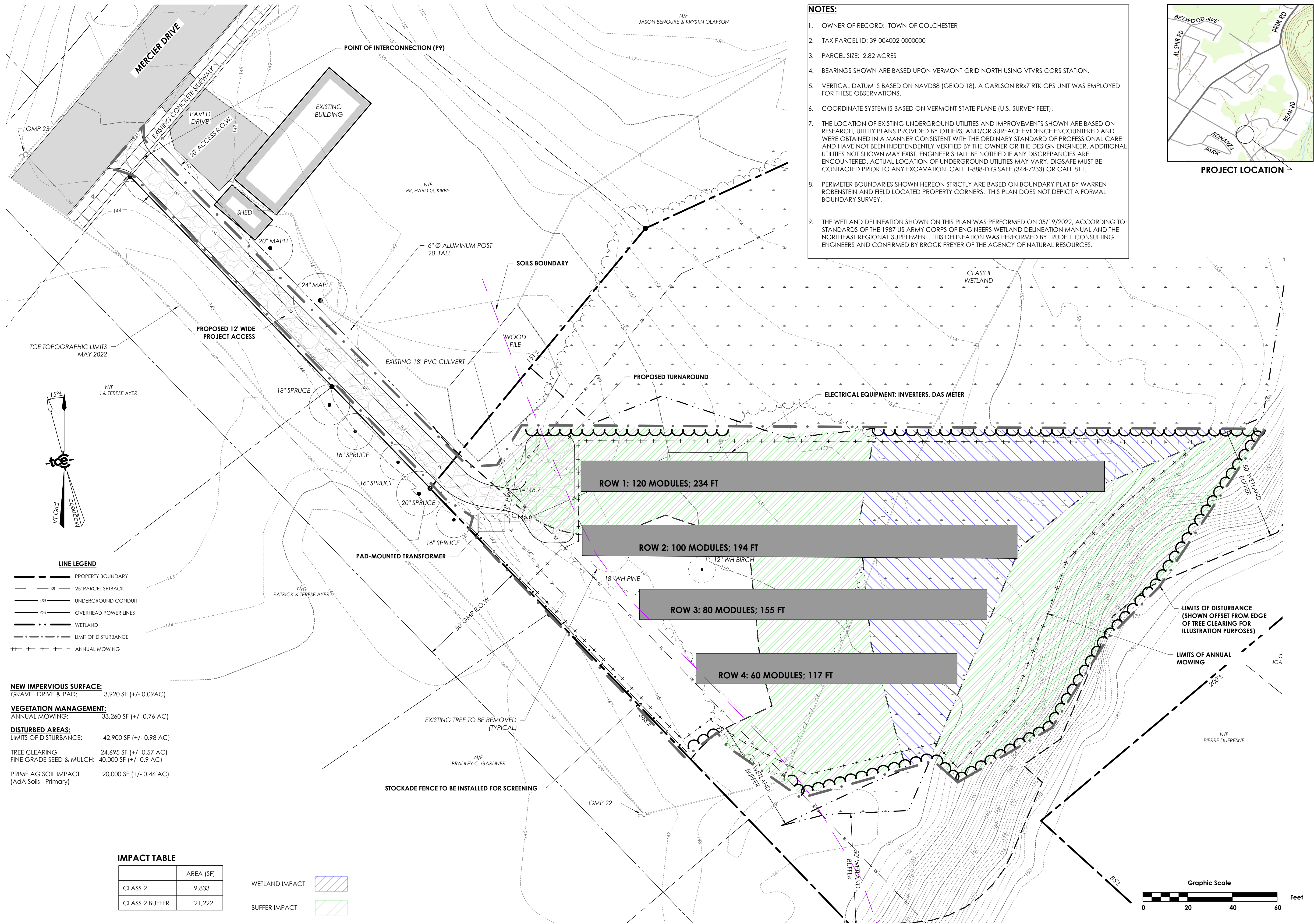
Aegis Renewable Energy
0 Mercier Drive
Colchester, Vermont 05446

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

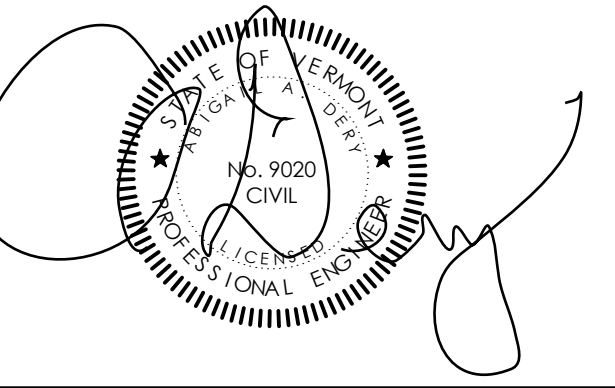
C2-01



Revisions	No.	Description	Date	By
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PARCEL ID: 39-004002-0000000 SPAN: 153-048-17867

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 - 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 insure 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.
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Project Title

Aegis Renewable Energy
0 Mercier Drive
Colchester, Vermont 05446

Sheet Title

Site and Wetland Impact Plan

Date:	8/12/2022
Scale:	1" = 20'
Project Number:	22-027
Drawn By:	AAD
Project Engineer:	AAD
Approved By:	
Field Book:	293

C2-02

DRAFT – Potential Policy Participation Topics for CCRPC Board – January 2023

This list has been updated and will be discussed at the January Board meeting to prepare for 2023 Legislative session.

	Topic – click on links for more detailed info in this document	ECOS Plan Strategy	ECOS Plan Top 10 Action	Included in FY23 UPWP?	CCRPC Committee	Staff Recommendation
1.	Clean Water (2019 Act 76)	#3 – water quality	#5 – water quality	Yes	CWAC	Clean Water Service Provider (CWSP) start-up work is in progress, including draft guidance. Work on legislative, rule, or guidance changes as needed.
2.	Transportation Bill, VTrans’ Project Selection & Prioritization Processes (VPSP2)	#2 – smart growth	#2 - transportation	Yes	TAC	Staff will monitor this year’s Transportation Bill. Two particular issues we will be monitoring: climate action investments and implementation of the pending transportation equity framework.
3.	Transit Financing	#2 – smart growth	#2 - transportation	Yes	TAC	Staff will present transit finance report to relevant committees and support any efforts to implement in order to decrease pressure on property tax and farebox for local match.
4.	Housing Bill including Permit Process Reform	#2 – smart growth	#1 – land use/smart growth	Yes	ad hoc Act 250, PAC	Staff will continue monitoring and engaging in Housing/Permit Reform bills; supporting those that are consistent with our board approved positions.
5.	Broadband Deployment throughout Vermont	#1 – economic development	Not specifically included	Yes	PAC	Staff will be looking for any improvements and additional funding to facilitate broadband investment in Chittenden County.
6.	Climate Change – Global Warming Solutions	#2 – smart growth	#4 – energy planning	Yes	Executive Committee	Staff recommends that CCRPC monitor any bills proposed to implement the Climate Action Plan and Comprehensive Energy Plan. Grant funding is needed to support implementation.
7.	Proposed Changes to PUC Rule 5.100 (19-0855-RULE)	#2 – smart growth	#4 – energy planning	Yes	Executive Committee	Staff recommends that CCRPC continue to monitor and participate in this rulemaking processes, with a particular focus on the issue of preferred sites and natural resource/forest protections.
8.	Cannabis taxation and regulation (Act 164 of 2020)	Not specifically included	Not specifically included	No	PAC	CCRPC will be working with the Planning Advisory Committee on the relevant rule making and municipal zoning as more details are worked out.

						Recommend support of municipal share of excise tax revenue.
9.	Tax Increment Financing	#2 – smart growth	#1 – land use/smart growth	Yes	PAC	Staff recommends that CCRPC monitor any TIF-related bills.
10.	Equity Related Bills	#8 - equity	Not specifically included	Yes	Executive Committee	Staff recommends that CCRPC implement recommendations of our Equity Assessment Report. We will monitor proposed legislation.
11.	Increased Municipal Self-governance	#7 – government efficiency & finance	Not specifically included	No	Executive Committee	Monitor legislation that addresses municipal powers for all municipalities rather than requiring charter changes.
12.	Open Meeting Law	#7 – government efficiency & finance	Not specifically included	No	Executive Committee	Recommend support of legislation that allows for virtual meetings if desired by the public body.
13.	Regional Dispatch Start-up Funding	#5 – health & safety; and #7 – government efficiency & finance	#6 – emergency management	Yes	Executive Committee	Staff recommends that CCRPC look for opportunities to continue State financial support of initial capital and operating costs.
14.	Planning Funding	#7 – government efficiency & finance	Not specifically included	No	Executive Committee	Monitor and support any efforts to maintain and increase funding for RPCs and municipalities to carry out recommendations of our ECOS Plan and new programs of the legislature.

REGULAR MEETING AGENDA
Wednesday, January 18, 2023, 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

CONSENT AGENDA –

C.1 Minor TIP Amendment*

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. Public Forum for FY24 UPWP (Discussion; TBD)
4. Staff Introductions – Emma, Anne Nelson, and Mckenzie (Discussion; 9 minutes)
5. Consent agenda – TIP Amendment* (MPO Action; 1 min.)
6. Approve Minutes of October 19, 2022, Meeting* (Action; 1 min.)
7. FY23 Mid-year UPWP and Budget* (Action; 20 minutes)
8. Active Transportation Plan Approval* (Action; 20 minutes)
9. Metropolitan Transportation Plan Review* (Discussion; 20 minutes)
10. Equity Update (Discussion; 10 minutes)
11. Legislative Breakfast De-brief and 2023 Priorities* (Discussion; 20 minutes)
12. Chair/Executive Director's Updates (Information; 1 min.)
 - a. Chittenden County Communications Union District
 - b. Municipal building energy resilience grant program
13. 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) *
14. Adjournment (Action; 1 min.)

**Attachment*

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

*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.*

- 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:

February 15, 2023	Draft Comprehensive Economic Development Strategy Update Equity Update
March 15, 2023	Draft Comprehensive Economic Development Strategy Approval Equity Update
April 18, 2023	Warn Draft FY24 UPWP and Budget Public Hearing for May Warn Metropolitan Transportation Plan Public Hearing for June Equity Update
May 17, 2023	FY24 UPWP and Budget Adoption Equity Update
June 21, 2023 Annual Meeting	Election of Officers for FY24 Metropolitan Transportation Plan Adoption FY24 Meeting Schedule Approval

*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.*