

Agenda
Joint Finance & Executive
Committee Meeting
Wednesday, December 6, 2023 – 5:45 p.m.



Zoom Link: <https://us02web.zoom.us/j/85747073444>
Dial-in +1 305 224 1968
Meeting ID: 857 4707 3444

1. Call to Order, Attendance
2. Changes to the Agenda, Members' Items (Action)
3. Executive Committee Minutes - October 4, 2023* (Action)
4. FY23 Audit* (Joint Finance & Executive Committee Action)
5. Act 250 & Section 248 Applications*
 - a. Bay Ridge Solar, Shelburne (#23-4017-AN) (Action)
6. Regional Priority Project List* (Action)
7. Equity Update (Discussion)
8. Legislative Breakfast debrief (Discussion)
9. Chair/Executive Director Report (Discussion)
 - a. Compensation Study
 - b. Staffing update
 - c. Climate Pollution Implementation Grant
 - d. Municipal Technical Assistance Program
 - e. Other
10. New Business (Discussion)
11. Executive Session (*none planned*) (Action)
12. Adjournment (Action)

*Attachments

NEXT MEETING – Executive Committee January 3, 2024; 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, November 1, 2023

TIME: 5:45 PM

PLACE: Remote Attendance via ZOOM

PRESENT: Chris Shaw, Chair Catherine McMains, Past Chair
Michael Bissonette, at large <5000 Elaine Haney, at large >5000
Jacki Murphy, Secretary/Treasurer Jeff Carr, Finance
Bard Hill, Vice-Chair

OTHERS: Matthew Arancio, VTrans

STAFF: Charlie Baker, Executive Director Eleni Churchill, Transp. Program Mgr.
Forest Cohen, Senior Business Mgr. Amy Irvin Witham, Business Office Mgr.
Taylor Newton, Planning Mgr. Anne Nelson Stoner, Equity Mgr.
Emma Vaughn, Communications Mgr. Mckenzie Spear, Business Office Assoc.

1. Call to Order, Attendance. The Joint Finance and Executive Committee meeting was called to order by the Chair, Chris Shaw, at 5:46 PM.

2. Changes to the Agenda, Members items. Chris Shaw said there was an additional agenda item. The Regional Project Priority List was added as item 5.5, to immediately follow item 5.

3. Approval of the October 4, 2023, Executive Committee Meeting Minutes
CATHERINE MCMAINS MADE A MOTION, SECONDED BY JACKI MURPHY, TO APPROVE THE OCTOBER 4, 2023, JOINT EXECUTIVE AND FINANCE COMMITTEE MINUTES WITH EDIT(S). MOTION CARRIED UNANIMOUSLY.

- Edit: Page 5, Line 18: Update the word “form” to “from”

4. FY23 Year End Financial Report (unaudited)
Forest Cohen greeted members and referred everyone to the financial documents included with the packet and presented an on-screen financial overview.

a) Journal Entries April to June 2023
JEFF CARR MADE A MOTION, SECONDED JACKI MURPHY, TO APPROVE THE QUARTERLY JOURNAL ENTRIES DATED APRIL 2023 THROUGH JUNE 2023. MOTION CARRIED UNANIMOUSLY.

Jeff asked for explanations for the following acronyms:

- EMPG: Emergency Management Performance Grants
- RSEP: Regional Stormwater Education Program
- CCCUD: Chittenden County Communications Union District

Jeff also asked what is the “HULA South End Match”? Forest explained it is a shared match for the South End TOD project; the cost is split between Burlington, HULA and Champlain College.

Jeff asked what is "Equity & Planning-non MPO"? Forest said it is equity work that is not transportation related and not covered by any Federal PL funds.

b) FY23 Year End Financial Review

Forest provided members an on-screen overview of the FY23 year-end Balance Sheet. He stated the overall result was favorable. The unaudited year-end figure is a surplus of revenues over expenses of \$89,000. Forest explained that the new lease accounting will likely have the effect of raising our rent expenses for the year. This would reduce the surplus number. The amount of remaining municipal dues at the end of the fiscal year, about \$85,000, is quite similar to surplus amount. This would indicate that we operated very close to our indirect rate, as we would have been basically even if not for the remaining municipal dues. Forest noted that allocating \$100,000 of ACCD funds to match the transportation program freed up those dues. Forest explained that he had already looked at some indirect rate actuals for the audit and noted that the approved rate and the actual rate for FY23 were less than a percentage point different. This is as close as he's even seen it. The cash ended well above projection; the projection was a bit conservative.

Jeff said we are closing in on our goal of having 3 months' worth of operating costs in the bank. Jeff reminded everyone it wasn't always like this. We need to continue to be diligent and keep the balances. Jeff said we are not a net income organization, rather there is a surplus of revenue out of expenses. We work to balance our revenue over expenses. Member discussion ensued. Charlie reminded members the idea of keeping three months reserve was added as a protection for our municipalities. This was a directive set by our auditors.

c) FY23 Audit Update

Forest said we have a new auditor, Marcum LLP (formally Melanson, P.C.). Marcum LLP is a national accounting firm. We are working with the Providence, RI office. The firm was recommended by our former auditor, Fred Duplessis. Charlie and Forest reminded members there are very few firms conducting these types of audits; securing the new auditor extended our typical timeframe. Forest said we have already started working on the audit with submissions to Kyle Connors and Andrew Kupa at Marcum LLP. Forest said that the goal is to have the auditors present the draft audit report at the November 15th board meeting and for the Executive/Finance Committees to accept the audit on the board's behalf at their December meeting.

5. FY24 First Quarter Financial Review

a) Journal Entries July 2023 to September 2023

JEFF CARR MADE A MOTION, SECONDED BY CATHERINE MCMAINS, TO APPROVE THE QUARTERLY JOURNAL ENTRIES FOR JULY 2023 THROUGH SEPTEMBER 2023. MOTION CARRIED UNANIMOUSLY.

b) FY24 First Quarter Financial Update

Forest provided a financial review covering the period of July 2023 through September 2023 and reminded everyone these figures are unaudited. Forest screen-shared and reviewed details of the Balance Sheet and Statement of Revenues over Expenses with members. He said our FY24 first quarter figures are better than he usually sees. It's often a difficult quarter because of staff vacations and the like. He noted there is a surplus of revenue over expenses of \$9,444 as of

September 30. Forest said the ACCD billing was slightly higher than is typical and our VTRANS billing was very close to the target. Forest explained the statement of revenue over expenses last year showed VTRANS billing closely matched to the budget line. Overall, our expenses are close to our budget. Jeff said audit costs are significant; he wondered if being behind the typical schedule was contributing to these overall favorable results? Forest said that while it is correct that the audit costs are significant, they usually don't start accruing until the second quarter of the fiscal year. So, no, he did not think zero auditor expenses is a contributing factor to the unusually good first quarter. Forest and Charlie agreed that while the first quarter is a nice result, it is not predictive of future periods, but we were off to a good start. Members agreed.

Balance Sheet, as of September 30, 2023

- Cash in checking (Operating): \$544,899
- Cash in Money Market (Reserve): \$411,028

Chris reminded members we were moving on to the agenda item addition, 5.5 Draft Regional Priority Project list.

5.5 Draft Regional Priority Project List

Taylor Newton said the Greater Burlington Industrial Corporation (GBIC) is required to submit the draft Regional Priority Project list. The list is meant to be used by various funding organizations to determine prioritization of funding needs for construction projects in our region. Taylor said CCRPC staff met with GBIC Representatives today and scored the application. We currently have a draft list of 18 projects. There are eligibility and scoring criteria to be met. Taylor reviewed the Draft Regional Priority Project list with members, the projects included:

- South Burlington High Service Area Water Storage Tank
- Essex Town Center Waterline
- Winooski Main Street
- Hinesburg Water Supply
- Burlington South End transit center, parking garage, housing, and childcare
- Winooski Community center
- South Burlington Walk Bike Bridge
- Williston Trader Lane
- Bolton Valley Water and Sewer
- Shelburne Wastewater Plant Consolidation and Modernization
- Shelburne Museum, Perry Center for Native American Art
- Burlington Railyard Enterprise Project
- Essex Junction City, Essex Train Station
- Winooski, Municipal Parking, Hotel and Residential Condominium project
- Champlain Housing Trust, VFW Redevelopment
- Richmond Sewer Extension
- Burlington, Perkins Pier Redevelopment
- Shelburne, Shelburne Village Infill Infrastructure

The process consists of three steps: regional solicitation and input, regional scoring and prioritization, and consolidation of the top ten regional projects into a statewide list that will be submitted to the Agency of Commerce. In general, the projects should address a variety of regional economic and

community development factors, particularly workforce development, job creation and retention.
Member discussion ensued.

The financial portion of the meeting concluded at 6:28 PM. Jeff Carr said goodbye to everyone and excused himself from the meeting.

6. Act 250 & Section 248 Applications

a) GMG Farms, LLC, Town of Charlotte, #23-3505-NM

Taylor referred members to the net-metering petition letter included with the packet and provided an overview and a screen-share. Taylor explained it is a very small project that supports a farm. The application, submitted by GMG Farms, LLC, is for the construction of a 35-kW solar array to be located at 700 Greenbush Road in Charlotte, VT. The CCRPC has reviewed the project's conformance with the CCRPC's 2018 Chittenden County ECOS Plan and finds the project meets the Energy Goal #17, and the location meets the suitability policies. State known, State possible, and local possible constraints are not impacted by this project. These comments are based on information currently available; we may have additional comments as the project continues. The CCRPC will review the project location again with each new submittal to confirm our findings.

JACKI MURPHY MADE A MOTION, SECONDED BY CATHERINE MCMAINS, TO APPROVE THE APPLICATION LETTER AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

b) GMP Bolton Substation, Town of Bolton #23-3496-PET

Taylor referred members to the Section 248 petition application letter included with the packet and provided an overview and a screenshare. Taylor reminded members they have seen this project before. It is an upgrade to an existing substation located at 150 Green Mountain Road in Bolton Vermont. The CCRPC has reviewed the project's conformance with the 2018 Chittenden County ECOS Plan and finds the project meets Energy Goal #17. The 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. The review indicated the following constraints:

- State Known constraints:
 - River Corridors – The substation expansion will impact the mapped 50-foot river corridor. This river corridor was previously impacted by the existing substation infrastructure. There is no feasible alternative to complete the proposed upgrade without additional impacts, and the impacts will be minimized under the Flood Hazard Area and River Corridor Rule. CCRPC has no further concerns regarding this constraint.
- Local known constraints:
 - Surface Water Setbacks - The existing access road and substation footprint represent prior surface water setbacks. The CCRPC defers to the Town of Bolton in determining the impact of development on this resource.
 - Slopes 25% or More - Land containing a 25% grade would be impacted by the relocation of the access road. Due to the location of existing infrastructure, there is no feasible alternative and potential impacts will be minimized and mitigated in accordance with the Department of Environmental Conservation Low Risk Site Handbook for Erosion and Sediment Control. The CCRPC will defer to the Town of Bolton in determining the impact of development on this local constraint.
- State possible constraints:
 - Agricultural Soils - the CCRPC requests that impacts to agricultural soil be minimized in

accordance with recommendations from the Vermont Agency of Agriculture, Food and Markets.

- Local possible constraints: Slopes 15-25% - based on topographical data it appears land with slopes 15% and 25% grade may be impacted. Since this is a local constraint, the CCRPC will defer to the Town of Bolton in determining the impact of development on these slopes.

These comments are based on information currently available; we may have additional comments as the project continues. The CCRPC will review the project location again with each new submittal to confirm our findings.

MICHAEL BISSONETTE MADE A MOTION, SECONDED BY JACKI MURPHY, TO APPROVE THE APPLICATION LETTER AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

c) Aegis Renewable Energy, Town of Colchester, #23-3628-NMP

Taylor addressed members with a screenshare and referred everyone to the petition letter to be submitted to the Clerk of the Public Utility Commission included with the packet. This is an application submitted by Aegis Renewable Energy for the construction of a 150kW array to be located at 850 College Parkway in Colchester, Vermont. The CCRPC has reviewed the project's conformance with the CCRPC's 2018 Chittenden County ECOS Plan and finds the project meets the Energy Goal #17, and the location meets the suitability policies. These comments are based on information currently available; we may have additional comments as the project continues. CCRPC will review the project location again with each new submittal to confirm our findings.

Chris Shaw and Bard Hill asked how long these types of solar panels are projected to last? Taylor said panels typically last twenty years. Member discussion ensued. Taylor stated that all net-metering projects are required to have a decommissioning plan.

Jacki Murphy said Colchester preferred this project to be in another location, but this was the only spot that could be used.

ELAINE HANEY MADE A MOTION, SECONDED BY BARD HILL, TO APPROVE THE APPLICATION LETTER AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

d) Haystack Crossing, Town of Hinesburg #4C135

Taylor referred members to the Act 250 letter application and provided an on-screen overview. The application submitted is for a boundary line adjustment with the Town of Hinesburg recreation fields parcel and KB Real Estate LLC parcel. The full project is a 68-lot subdivision. This project will create 60 detached single-family homes, 50 Congregate Care units, 34 attached townhouse units, two 10-unit buildings, and 97 units in mixed use buildings with 6888 LF of supporting roadways and associated infrastructure. Phase I of the project is described as a Boundary line adjustment for a 52-lot subdivision which creates 40 detached single-family homes, 50 Congregate Care units, 20 attached townhouse units, 9 units in mixed-use buildings, commercial space and 4793 LF of supporting roadways and infrastructure. The project location is Hinesburg, Vermont adjacent to VT. Rt 116 and connecting to Shelburne Falls Road. The Town of Hinesburg has approved the project. Due to the detailed level of development review in most Chittenden County municipalities, and the environmental permit reviews at the Vt. 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 on transportation-related issues, in accordance with the Metropolitan Transportation Plan which is in the 2018 ECOS Plan. The CCRPC finds the proposed project to be in conformance with the Planning Areas of the 2018 Chittenden County ECOS plan. These comments are based on information currently available; we may have additional comments as the project continues.

BARD HILL MADE A MOTION, SECONDED BY JACKI MURPHY, TO APPROVE THE ACT 2508 APPLICATION LETTER AS PRESENTED. MOTION CARRIED WITH ONE ABSTENTION BY MICHAEL BISSONETTE.

7. FTA Title VI Program Update

Emma Vaughn greeted members and referred everyone to the 2023 CCRPC FTA Title VI Program memo and Title VI Program Draft documents included with the packet. She explained, the CCRPC receives Federal Transit Authority (FTA) funding. Most of this funding is passed through to Green Mountain Transit (GMT), and the CCRPC also qualifies as an FTA subrecipient of Vermont Agency of Transportation (VTrans) funding. Federal regulations require the CCRPC to submit Title VI Program reports to the FTA every 3 years to ensure compliance with the US Department of Transportation Title VI regulations. This draft is an update to our previous 2020 version. Through an existing contract with VTrans, CCRPC was able to work with a consultant to help review and determine the necessary updates. Emma said CCRPC staff recommends this draft document be presented to the Board for approval.

Elaine Haney asked Anne Nelson Stoner if the Equity Advisory Committee is aware of this report since it contains a lot of relevant data. Emma replied that she, Anne Nelson, and Charlie have talked about various ways to improve this in a way that holds us accountable for equity development in the future and how to make the FTA document more comprehensive and relatable. Chris asked if this is primarily focused on GMT work? Emma explained most of these funds pass through to GMT and it is more transit focused. Charlie wanted to clarify, even though this is transit oriented, it is also centric to the projects that we work on, since many do have a transit connection. This is ultimately about the work at the CCRPC and our projects with a transit nexus, and not about GMT work.

Jacki said she is continually impressed by the amount of work CCRPC staff accomplishes.

ELAINE HANEY MADE A MOTION, SECONDED BY JACKI MURPHY, TO RECOMMEND THE FTA TITLE VI PROGRAM DRAFT DOCUMENT BE SENT TO THE BOARD FOR APPROVAL, AS PRESENTED. MOTION CARRIED UNANIMOUSLY.

8. Equity Update

Anne Nelson greeted members. She said over the past month she continued to work on the Code of Conduct and the Equity Action Plan. She is hoping to meet with Rachel Jolly from the Burlington Community Justice Center to collaborate on various aspects of equity work. Anne Nelson said she will also be attending conferences in New England over the next couple of weeks. She said the CCRPC recently hosted a community luncheon with Winooski Parents and Students, a community group organizing the New American community in Winooski. She said CCRPC staff and the group are sharing ideas on how to develop a deeper relationship moving forward.

9. Legislative Breakfast Update

Charlie said there was an overwhelming response that mornings are the best time for Legislators to meet. The annual Legislative Breakfast has been scheduled for the morning of Tuesday, December 5, at the Delta Hotel. Charlie referred members to the last page of the draft Board agenda and asked if there were any other topics they wanted to add. Jacki said there is typically not enough time to address all the topics. Charlie asked members to share ideas that might bring efficiency to the meeting. Elaine suggested inviting a couple of municipalities' select-board members to discuss the current state of their town. Bard Hill suggested setting time limits and narrowing topics down to budget, housing and perhaps equity, since pragmatically, issues in equity are affordable housing and transportation. Chris agreed, we should keep it simple rather than throw out a cornucopia of topics. Member discussion ensued. Members agreed equity should remain a strong focus. Charlie said a few selectboard members from our municipalities have expressed concern for public safety related items. They are worried about what the future looks like in terms of public safety, for example is there someone to answer a 911 call and who will be dispatched to assist if there is a fire. Elaine Haney said there is a regional meeting on EMS coming up in November. She will forward the information on this to Charlie. Members discussed. Michael Bissonette wondered if a funding plan could be set up in a way that is equitable for each town, perhaps in the same way the basis of funding is set for Municipal Dues, using grand list values.

10. Chair/Director Report

a) S.100 Reports

Charlie said a draft report is underway for the future land use maps. There is a meeting coming up and RPC directors will review the report before sending it out to other agencies and stakeholders. The Municipal Delegation report targets larger cities and would like a delegation agreement with the Natural Resources Board (NRB) to be out of Act 250 altogether. There will be a draft finished tonight. There is a lot of support and synergy to exempt places where water and sewer is in place. Charlie said he is encouraged by this.

b) Staffing Update

Charlie said interviews for the new Transportation Planner job occurred and an offer was made. The first candidate's salary requirement was too high. There will be another candidate in a final interview this week. Charlie said there are some renovations on the horizon, and we are currently obtaining estimates for the construction of small, soundproof meeting pods. Bard said the State offices call these "focus rooms and they are approximately 6X8 feet in size. Charlie said we are looking to have 3 of these meeting rooms added to the front of our office, near the large and small conference rooms, for a total of 5 meeting areas. Charlie said this work will need to be incorporated into the Mid-year adjustment. It will be set up as accrual accounting, so the cost is spread out over the next five or so years.

11. Draft November 15, 2023, Annual Meeting Board Agenda

Charlie referred member to the Draft Board Agenda for the November 15, 2023, meeting included in their packets. He said the Winooski Tactical Basin letters have been added to the consent agenda in the past, and we may need to do this again. Charlie said the audit will need to be earlier in the agenda. Charlie said we also have Jon Moore from GMT, presenting. We will review the last major portion of the ECOS plan and end with a discussion on the Legislative Breakfast topics. Members suggested adding the approval of the minutes into the consent agenda as well.

12. Other Business: There was none.

13. Executive Session: None needed.

14. Adjournment: MICHAEL BISSONETTE MADE A MOTION, SECONDED BY BARD HILL, TO ADJOURN THE MEETING AT 7:22 PM. THE MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Amy Irvin Witham

DRAFT

December 6, 2023

Holly R. Anderson
Clerk of the Public Utility Commission
112 State Street
Montpelier, VT 05620-2701

Re: 3229 Shelburne Road – 45-Day Notice of Application (#23-4017-AN)

Dear Ms. Anderson,

The Chittenden County Regional Planning Commission (“CCRPC”) is in receipt of the above-named notice submitted by Bay Ridge Apartments Bond Limited Partnership for the construction of a 150kW solar array to be located at 3229 Shelburne Road in Shelburne, VT. The subject parcel is owned by the Champlain Housing Trust. CCRPC has reviewed this project’s conformance with CCRPC’s 2018 Chittenden County ECOS Plan, which gained a Determination of Energy Compliance from the Vermont Department of Public Service on August 9, 2018.

ECOS Energy Goal

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

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

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

Suitability Policies

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

1. Locate energy generation proximate to existing distribution and transmission infrastructure: The proposed facility is located adjacent to existing distribution infrastructure.
2. Locate ground-mounted solar larger than 15 kW...outside of state designated village centers: The project is not located within a designated center.
3. 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 the Suburban Planning Area of the 2018 ECOS Plan, which is an area 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 indicates that one State possible constraint is present on the site but will not be impacted by the project:

- Class 1 and 2 Wetlands: The site plans show a Class 2 wetland delineated in the southeast corner of site. It appears that the proposed array is located so as not to impact this wetland and its associated buffers. The full petition should confirm this via communication from the Agency of Natural Resources.
- Agricultural & Hydric Soils: Primary Agricultural Soils underlie the entire site, including portions of the proposed array. CCRPC requests that any impacts to the agricultural soils be minimized in accordance with the recommendations of the Vermont Agency of Agriculture, Food, and Markets.

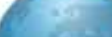
The project meets the suitability policies and the constraints policies provided the applicant works with the appropriate Vermont state agencies to mitigate impacts to the above cited constraints. These comments are based on information currently available; we may have additional comments as the process continues.

Please feel free to contact me with any questions.

Sincerely,

Charlie Baker
Executive Director

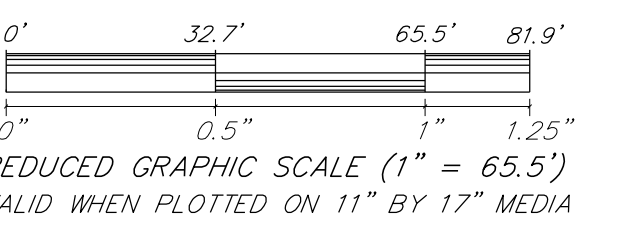
CC: CCRPC Board
Aaron DeNamur – Shelburne Planning & Zoning Director



250 Main St., Suite 202
Montpelier, VT 05602
www.novusenergydev.com

ISSUED FOR PERMIT REVIEW
NOT FOR CONSTRUCTION

Lowhead Environmental
Bert White Road,
Stoughton, Vermont 05462

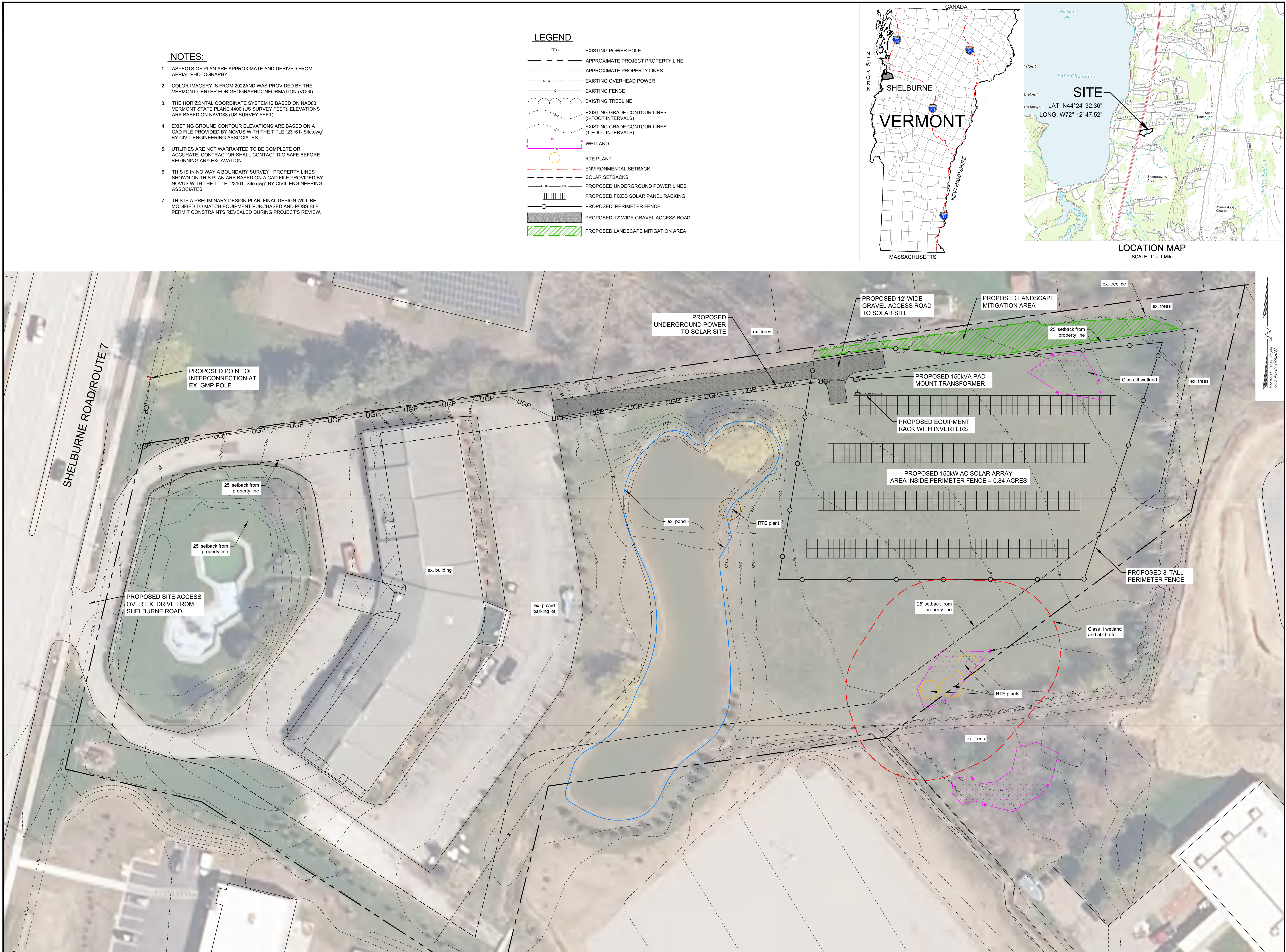


REVISIONS/COMMENTS	DATE

45-DAY
SITE PLAN

of Issue: 11/21/23	
by: SDG	Checked by: GTD
ct No.: 23299	Scale: 1" = 30'
ing No.:	Rev No.:

C-100





Executive Committee

December 6, 2023

Agenda Item 6: CCRPC Action Item

Regional Priority Project List

Background: Annually, our partners at Greater Burlington Industrial Corporation (GBIC) are tasked by the Agency of Commerce and Community Development (ACCD) to develop a Regional Priority Project list for Chittenden County. The Regional Priority Project list expresses the highest priority projects for each region that will support job growth and economic development. The top ten projects on the Chittenden County Regional Priority Project list will be included in a consolidated statewide list submitted to ACCD. They will share it with other state and federal funders who may consider the list when making funding decisions. The Northern Border Regional Commission (NBRC) particularly considers the list when scoring applications within its grant programs.

GBIC solicited projects from both the public sector and the private sector in summer/fall 2023. A committee composed of GBIC and CCRPC staff reviewed and scored applications in November 2023. The scoring criteria are established by ACCD.

Attached is the draft Regional Priority Project List. In past years, the CCRPC Board has recommended that the list be adopted by the GBIC Board. However, this item was not included on the November CCRPC Board agenda. The staff is now instead asking the Executive Committee to recommend the list be adopted by the GBIC Board.

Staff Recommendation: Recommend that the GBIC Board adopt the draft Regional Priority Project List.

For more information contact: Charlie Baker; cbaker@ccrpcvt.org; 802-735-3500
Taylor Newton, tnewton@ccrpcvt.org; 802-578-4786

Attachments: Regional Priority Project List

Line Number:				South Burlington High Service Area Water Storage Tank	Essex Town Center Waterline	Winooski Main St.	Hinesburg Water Supply	BTY South End transit center, parking garage, housing, and child care	Winooski Community Center	Walk Bike Bridge	Trader Lane	Bolton Valley CWS	Town of Shelburne Wastewater Plant Consolidation & Modernization	Perry Center for Native American Art at Shelburne Museum	Railyard Enterprise Project	Essex Train Station	Municipal parking component of a hotel and residential condominium project	VFW Redevelopment - Champlain Housing Trust	Richmond Sewer Extension	Perkins Pier Redevelopment	Shelburne Village Infill Infrastructure	
2.0	Type of Project:	For Information Only - Not Scored	Type and subtype from the Project Information Form	Infrastructure	Infrastructure - Water	Infrastructure: Transportation	Infrastructure: Water	Infrastructure: parking garage and transit center	Infrastructure - Public Facility	Infrastructure - Transportation	Infrastructure: Transportation	Infrastructure: Water and Sewer	Infrastructure: Wastewater	Other: Cultural and Community Development	Infrastructure: Transportation	Infrastructure: Transportation	Infrastructure: Public Facility	General Development: Mixed Use	Infrastructure: Sewer	Infrastructure	Infrastructure	
3.0	Project Sponsor:		Name: Address Contact of person submitting project information	City of South Burlington	Greg Duggan, Town Manager, Town of Essex, 81 Main Street, Essex Junction, VT 05452, 802-878-1344, gduggan@essex.org	City of Winooski	Town of Hinesburg	City of Burlington	City of Winooski / Champlain Housing Trust	City of South Burlington	Town of Williston	Bolton Valley Resort	Town of Shelburne	Shelburne Museum	City of Burlington	City of Essex Junction	City of Winooski	Champlain Housing Trust	Town of Richmond	City of Burlington	Town of Shelburne	
4.0	Project Principals:		Name, Address, Contact Info	City of South Burlington, Thomas DiPietro, Director of Public Works, 180 Market Street, South Burlington, VT 05403, (802) 658-7961 x6101, tdipietro@southburlingtonvt.gov	Aaron Martin, Public Works Director, Town of Essex, 81 Main Street, Essex Junction, VT 05452, 802-878-1341, amartin@essex.org	Jon Rauscher, Director of Public Works, 655-6410, jrauscher@winooski.vt.gov	Todd Odit, Town Administrator, 482-2281 ext.222 todit@hinesburg.org	Samantha Dunn, CEO - Assistant Director for Community Works, (802) 829-6385, sdunn@burlingtonvt.gov	Ray Coffey, Community Services Director, 27 W Allen St, Winooski VT 05404, 802-373-0050, rcoffey@winooski.vt.gov; Michael Monte, CEO, Champlain Housing Trust, 88 King St, Burlington, VT 05401, 802-862-6244, mmonte@champlainhousingtrust.org	Jessie Baker, City Manager, jbaker@southburlingtonvt.gov, 180 Market Street, South Burlington, VT 05403, 802-846-4107	Erik Wells, Town Manager 878-0919, ewells@willistontown.com	Leanne Deschenes, Admin Assistant, Bolton Valley Community Water and Sewer, LLC, leanne@boltonvalley.com, (802) 434-6855	Matt Lawless, Town Manger, 802-965-5111, mlawless@shelburnevt.org	Thomas Denenberg, John Wilmerding Director & CEO, Shelburne Museum, tdnenberg@shelburnemuseum.org, 802-985-0918	Chapin Spencer, Public Works Director, 802-863-9094, cspencer@burlingtonvt.gov	Regina Mahony, City Manager, 802-878-6944 x 1602, rmahony@essexjunction.org	Jon Rauscher, Director of Public Works, 655-6410, jrauscher@winooski.vt.gov	Miranda Lescaze, Director of Real Estate Development, Champlain Housing Trust, 88 King Street, Burlington, VT 05401, miranda.lescaze@champlainhousingtrust.org, (802) 861-7376.	Josh Arneson, Town Manager, jameson@richmondvt.gov, 434-5170	Erin Moreau, Waterfront Superintendent & Harbormaster, (802) 316-0263, emoreau@burlingtonvt.gov	Matt Lawless, Town Manger, 802-965-5111, mlawless@shelburnevt.org	
5.0	Project Description:		Description	Construction of a new water storage tank to increase capacity in South Burlington's high service zone.	Upgrade water mains serving majority of Essex and Jericho service area	Reconstruct Main St to become more walkable	Increase in capacity of municipal water system	Housing and parking garage with transit center, daycare, and other uses to support Hula jobs	Rehab the O'Brien Community Center with better services / programming	Walk Bike Bridge over I-89 as safe alternative to Williston Road	Trader Lane construction of grid street in Tafts Corners area	Wastewater system	Consolidate and modernize wastewater system	Perry Center	New street to connect Pine St to Battery St	New train station for Amtrak service	Municipal parking component of a hotel and residential condominium project	Mixed-use building, 2 non-profit commercial spaces and 38 residential units w/focus on homeless veterans.	Extending water and sewer into the West Main Street area.	Revelopment of Perkins Pier	Streetscape project on Falls Road	
6.0	PROJECT PURPOSE AND BENEFITS:		The degree to which the project builds capacity within the region for improved regional development/economic development/community development, including: advancing workforce development; expanding entrepreneurship efforts; supporting or enhancing existing business clusters within the region. (Other economic/community development project types are welcome, but these will score the highest for this criteria.)	5	5	5	5	5	4	5	5	5	3	4	5	5	4	2	4	3	4	
7.0	PROJECT TIMELINE, MILESTONES, AND STATUS:		The degree to which the project is prepared to get underway, including factors such as site control, engineering and design, permitting, and funding identification and commitment.	5	5	5	5	2	2	4	3	3	3	4	3	3	5	3	3	2	1	
8.0	PROJECT PRINCIPAL EXPERIENCE:		The degree to which project principals have successfully executed previous projects, managed grant funds or developed successful business models.	5	5	5	5	5	5	5	5	4	4	5	5	5	5	5	3	5	3	
9.0	PROJECT SUPPORT AND REGIONAL NEED:		The degree to which the project is consistent with identified goals and strategies in local and regional plans, advances regional needs identified in reports, plans and public forums, and has community support and engagement.	5	5	5	5	5	5	5	5	5	5	5	5	5	3	5	2	2	4	
10.0	PROJECT COST, IDENTIFIED AND COMMITTED FUNDS/FINANCING, AND FUNDING GAP:		Degree to which information includes total project cost, a simple sources and uses chart, description of the amount of funds/financing that have been identified and a clear status of the funds (Received, committed, applied for, identified, etc.), the dates of receipt, commitment, application, expected distribution, etc., and clearly identifies the funding gap.	5	5	5	5	2	3	4	3	5	3	4	4	4	5	5	4	2	1	
			The degree to which the project is compatible with the requirements and goals of available funding sources (NIMC, EPA, CDBG, LIHTC, etc.).	5	5	5	5	5	5	3	4	2	5	2	4	4	1	3	4	4	3	
11.0	JOB CREATION:	Scoring: 5: 51+ 4: 21-50 3: 11-20 2: 1-10 1: <1	Number of full time jobs directly created or retained by project.	5	5	3	3	5	2	3	4	4	5	2	2	2	2	3	3	2	4	
		Scoring: 1-5 with 5 being best.	Quality of benefits and overall benefits package to accompany jobs to be created/retained	4	3	3	3	3	5	3	3	4	3	4	3	3	3	2	3	3	2	
		Scoring: 5: 11% or more above median wage for the region 4: Between 0-10% above median wage for the region 3: At median wage for the region 2: Between 0-10% below median wage for the region 1: 11% or more below median wage for the region	Wages compared to region	4	3	3	3	4	5	3	3	2	3	4	3	3	3	2	3	2	2	
Final Score				43	41	39	39	36	36	35	35	34	34	34	34	34	31	30	29	25	24	
Ranking				1	2	3	3	5	5	7	7	9	9	9	9	9	9	14	15	16	17	18