



RUTLAND REGIONAL PLANNING COMMISSION

RRPC BOARD OF COMMISSIONERS

TUESDAY, OCTOBER 18, 2022, 7:00 PM

MEETING DETAILS

Virtual: [Teams Meeting](#), ID: 224 634 587 902, Pass: dBEdSy | Call: 1-802-440-1368, ID: 641 278 173#

In-Person: The Opera House, 3rd Floor, 67 Merchants Row, Rutland, VT 05701

MEETING AGENDA

- 7:00 CALL TO ORDER & INTRODUCTIONS
- 7:10 APPROVAL OF OCTOBER 18TH AGENDA
- 7:11 APPROVAL OF SEPTEMBER 20TH MINUTES
- 7:12 OPEN TO PUBLIC
- 7:15 RRPC PROGRAM HIGHLIGHT – GIS AND MAPPING – *Steve Schild*
- 7:50 TREASURERS REPORT
 - APPROVE new bank account
- 8:00 EXECUTIVE/FINANCE COMMITTEE REPORT
 - APPROVE declaration of inclusion (see board packet)
- 8:05 REGIONAL COMMITTEE REPORT
- 8:15 TRANSPORTATION ADVISORY COMMITTEE (TAC) REPORT
- 8:20 AREA WIDE CITIZENS
- 8:25 EX-OFFICIO MEMBERS
- 8:30 COMMISSIONER UPDATES
- 9:00 ADJOURN

Questions? Need special accommodations?
Contact: Devon Neary at devon@rutlandrpc.org or (802) 775-0871.

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COOPERATIVE PLANNING IN THE REGION



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DECLARATION OF INCLUSION

The Rutland Regional Planning Commission (RRPC) celebrates diversity and welcomes all persons, regardless of race, color, religion, national origin, sex, gender identity or expression, sexual orientation, age, or disability. RRPC wants everyone to feel and be safe and welcome in the communities we serve. We formally condemn racism and discrimination in all its forms and commit to fair and equitable treatment of everyone in our communities. RRPC strives to ensure all our actions, policies, and operating procedures reflect this commitment. RRPC has and will continue to support its member communities as places where all individuals can live freely, express their opinions, and feel a sense of belonging.

Adopted by RRPC Board of Commissioners on this 18th day of October 2022.

Signed by RRPC Chair: _____

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TEAM REPORT SEPTEMBER 2022

WHAT'S NEW AT THE RRPC:

We are excited to announce another new member to our planning team! Maggie O'Brien was recently hired as the new Regional Planner. Maggie will be working on emergency management, energy/climate, town planning, and water quality. Please help us welcome Maggie!

The Vermont Declaration of Inclusion presented at the September RRPC Board of Commissioners meeting on an RRPC declaration. The executive finance committee reviewed the statement, and the full board will vote to formally adopt at the October meeting. The RRPC will be the third regional planning commission in Vermont to adopt a declaration of inclusion.

Ethan is working hard to promote Safe Routes to School (SRTS) in anticipation of the upcoming VTrans SRTS Spot Improvement grant. The grant applications are due November 11, with further rounds expected in the coming years. As part of this work, he participated in Poultney Elementary's walk/roll to school day and held an informal walk audit to identify potential projects.

Steffanie hosted the 4th Quarter meeting of the Rutland Regional Emergency Management Committee (REMC). The group discussed the transition to regional dispatching as well as the upcoming Binary Blizzard Build-up (B3). The next meeting will be held on December 14th.

Ed is working with the Towns of Brandon and Fair Haven on applications for Bylaw Modernization funding through DHCD.

Mary Kay continues her diligent work preparing for RRPC's FY 22 Audit which is scheduled for October 19th. Be sure to help us thank MK!

Devon will be representing the RRPC at the Northern New England Chapter of the American Planners Association (NNECAPA) Planning Conference at Sunday River Resort in Maine from October 17-19th.

On the Clean Water Service Provider (CWSP) front, in the coming months RRPC and the Poultney Mettowee Natural Resources Conservation District (PMNRCD) will transition from start-up funding and activities to the actual work of lining up and constructing projects in the South Lake Champlain Basin to reduce phosphorus going into the lake. Barbara and Hilary will have an update for the Board at its November 15 meeting.

Steve has worked on zoning updates for Shrewsbury, Poultney, Castleton, and West Rutland and has provided flood hazard and river corridor maps for Rutland Town and Mount Holly. He has recently completed the region's *RRPC at Work* map which is part of a VAPDA project done every year.

ONGOING PROJECTS BY PROGRAM

Town and Regional Planning - Ed continues to work with the Planning Commissions in the Towns of Castleton, Killington, Poultney, Pawlet and Fair Haven on bylaw updates; and with Tinmouth, Killington, Chittenden, and Hubbardton on Town Plans.

The RRPC is gearing up for a full rewrite of the Regional Plan! The RRPC team will begin the planning update in the New Year and expects the rewrite to take 18-24 months. Stay tuned!

Water Quality - Barbara is working with West Haven and the State on a petition to reclassify Ward Marsh as a Class 1 Wetland. The petition is now under review by ICAR and a decision from the State is expected later this year.

As the Clean Water Service Provider for the South Lake Champlain Basin, the RRPC and PMNRCD partnership continues to prepare for the Formula Grant coming from DEC that will fund non-regulatory water quality projects for Lake Champlain for the next 20 years. Work continues on grant and project tracking systems, project selection criteria, project SOPs, Operation and Maintenance agreements, phosphorous reduction tools, selection of qualified subgrantees and subcontractors, organizing the Basin Water Quality Council, increased public participation, robust record retention, and more. Twenty-three communities are in the South Lake basin which extends from northern Bennington County, through the western Rutland Region and along western Addison County to Ferrisburgh.

Emergency Management - Steffanie's LHMP work continues in Killington, Mendon, Brandon, and has resumed with Danby-Mount Tabor. Now is the time to take your LHMP off the shelf and check on the status of your proposed mitigation actions. Need help finding grant funding to complete a project - contact Steffanie for some ideas.

GIS & Mapping - Steve continues to work on online structure and culvert updates for several towns in the region, he and Van continue to work with the VTCulverts app and collect data in the field and update online resources.

Steve and Ethan have completed two more traffic counts for the town of Hubbardton and they have created an Arc GIS Online app to map the traffic count locations and information as we prepare for next season's counts. This season we have carried out 21 traffic counts for our municipalities.

Ward Marsh in West Haven is closer to becoming a Class 1 Wetland – the highest classification in Vermont. Following a public meeting at RRPC in November we expect a final announcement from the State shortly thereafter. It's looking good!

In support of town's LHMP, Steve has worked with Steffanie to create Local Natural Resource and Hazard Vulnerability maps. The towns review this data and add local input to the map which Steve takes to create a new map for them. Currently working with Killington, Danby/Mt Tabor, Brandon, and Mendon.

Steffanie continues her work with FY22 Grants-In-Aid Towns as our MRGP resident expert! Steffanie is working closely with 25 Towns on their Grants-In-Aid projects and scheduling site visits with Road Foreman to report "work completed".

Bylaw Modification, Municipal Planning, and Transportation Alternatives Grants are NOW available! Have a project in mind? Interested in applying? Contract the RRPC today for project development and grant writing assistance!

UPCOMING EVENTS:

Transportation Advisory Committee Meeting – October 27 – RRPC Conference Room/Microsoft Teams

NNECAPA Planning Conference – October 17-19, Sunday River Resort, Newry, Maine

DEC public meeting on water quality petitions including Ward Marsh becoming a Class 1 Wetland – October 25 – RRPC Conference Room

South Lake Champlain Tactical Basin Plan Informational Meeting – October 27 – Wells Town Office, November 3 – Microsoft Teams

Bylaw Modification Grants Due – November 1

Municipal Planning Grants Due – December 1

Transportation Alternatives Grants Due – December 14

Transportation – Ethan has officially taken over as transportation program lead and has developed the FY23 work plan for RRPC staff. Ethan, Steve, and Van will be working on new projects for the Transportation Planning Initiative (TPI).

Devon continues his work managing the Poultney Town to Trails masterplan funded by the Vermont Better Connections Program. The consultants completed the "What We Learned" Report which is now being review by the project team.

Municipal Project Management – The RRPC offers Municipal Project Management (MPM) services to towns throughout the region. The list of municipalities utilizing the RRPC's MPM program continues to grow with the recent addition of the Killington Connecting Trails scoping study. Give us a call to learn more about the RRPC's MPM services!

Economic Development – The RRPC and CEDRR continue work on the West Central Vermont – Comprehensive Economic Development Strategy (CEDS). The West Central Vermont Region includes Addison County, Central Vermont (Washington County and three Orange County towns), Chittenden County, and Rutland County. A CEDS is strategy-driven plan for regional economic development and opens opportunities for additional Federal funding for economic development efforts and enables the creation of an Economic Development District (EDD). To learn more, check out westcentravt.org.

Energy - Barbara continues to work with Pawlet and Wallingford on adopting enhanced energy plans and with Brandon on its energy goals and community surveys and with Rutland Town on implementing its energy goals. Barbara is also coordinating with area weatherization partners and with Efficiency Vermont on its fall Button Up campaign and other weatherization efforts.

ARPA Municipal Assistance – The RRPC continues to aid municipalities interpreting the US Treasury Final Rule and how towns can spend their money. Reach out to the RRPC with any questions on ARPA and federal Infrastructure funding.



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COMMISSIONERS PRESENT

TOWN	NAME	
Benson	Cheryl Murray	x
Brandon	Jack Schneider	x
Castleton	Joe Bruno	
Chittenden	Julie Fredette	x
Clarendon		
Danby	Shelley Taylor	x
Fair Haven	Bob Richards	
Hubbardton	Robert Gibbs	x
Ira	Bob Kirbach	x
Killington	Andrew Salamon	x
Mendon	Larry Courcelle	x
Middletown Springs	Hilary Solomon	
Mount Holly	Jessica Metcalfe	x
	Jon McCann	x
Mount Tabor		
Pawlet	John Sobotka	x
	Harley Cudney (Alt.)	
Pittsford	David Mills	
	Donna Wilson	x
Poultney	Terry Williams	
Proctor	Carrie Covey	

TOWN	NAME	
Rutland City	David Allaire	x
Rutland Town	Jim Hall	
Shrewsbury	Laura Black	x
Sudbury	Karen Sommerlad	x
Tinmouth	Robert Lloyd	x
Wallingford	Erika Berner	x
Wells	Eleanor Jones	
West Haven		
West Rutland	Leona Minard	
ACI-Natural Resources	Hilary Solomon	
Ex-Officio- CEDRR	Tyler Richardson	x
Ex-Officio-TAC	Sean Barrows	
Ex-Officio-WIB		

OTHERS PRESENT

Devon Neary (RRPC), Barbara Noyes-Pulling (RRPC), Ed Bove (RRPC), Ethan Pepin (RRPC), Mary Kay Skaza (RRPC), Norm Cohen, Annette Smith

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MEETING MINUTES

1. PUBLIC HEARING FOR POULNTEY TOWN PLAN & CONFIRMATION OF PLANNING PROCESS
No public present. Public hearing was closed at 7:05PM.
2. CALL TO ORDER & INTRODUCTIONS
Meeting was called to order at 7:06PM. Introductions were made.
3. APPROVAL OF SEPTEMBER 20TH AGENDA
Motion by Allaire. Second by Sommerlad. Approved by voice vote.
4. APPROVAL OF JUNE 21ST MINUTES
Motion by Gibbs. Second by Courcelle. Approved by voice vote.
5. OPEN TO PUBLIC
Annette Smith was present and asked to make comments on the Comprehensive Economic Development Strategy (CEDs).
6. STATEMENT OF INCLUSION PRESENTATION
Norm Cohen from the Declaration and Inclusion group presented on a possible statement to be adopted by the RRPC. There have been 66 municipalities, 19 of which are in Rutland County, that have adopted the declaration. Governor Scott also signed a proclamation of inclusion for the State of Vermont. The RRPC is already engaged in this work with staff completing Diversity, Equity, and Inclusion training last year, updating the Title 6 Plan, and planning to undertake new initiatives such as a Public Engagement and Equity Plan, Regional Plan update, and more. The template statement was presented to the board for review and will be updated to include specific RPC language. The executive/finance committee will review the draft in October and make a recommendation to the full board of commissioners at the October meeting. No action was taken.
7. COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY
Devon Neary, Executive Director of the RRPC and Tyler Richardson, Operations Manager of CEDRR, presented on the draft Comprehensive Economic Development Strategy (CEDs). Richardson began the presentation with an overview of CEDs; what is CEDs, why develop a CEDs, what are the benefits of an EDD, what makes up the West Central VT region, and what the CEDs process has included. Neary presented on the goals and actions of the CEDs, where to find more information, and outlined the next steps for the process. Both the CEDRR and RRPC boards will need to adopt the CEDs, sometime in November-January, prior to submitting the application to the EDA. Annette Smith commented that not enough public outreach had been performed and more was needed. She also discussed concerns with land-use, ACT 250 reform, recreation use of public lands and lack of protections, and any amendments or conflicts to the Regional Plan. Commissioner Allaire

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echoed Smith's concerns with a lack of public outreach and encouraged the group to re-open the comment period. Commissioner Fredette stated that outreach has been difficult post-COVID and to try working with Rutland Herald and Vermont Public on additional outreach. No action was taken.

8. TREASURERS REPORT

Treasurer Allaire provided the treasurers report. Audit is scheduled for October 19th. Year will end in black between \$25-35K, depending on VEMERS expense. Some revenues were discussed as high or low depending on budgets and expenses. Report for informational purposes only.

9. EXECUTIVE/FINANCE COMMITTEE REPORT

Chair Berner provided the minutes from the September 12, 2022, executive/finance meeting. Motion by Allaire to authorize the RRPC to open a new bank account with TD Bank. Second by Sommerlad. Approved by voice vote. Executive Director Neary provided an update on office, policies, and staffing.

10. REGIONAL COMMITTEE REPORT

Ira industrial tower was review and the committee recommended issuing a letter of significant regional impact, with conformance to the Regional Plan but not the Town Plan. Motion to approve the letter as stated by Salamon. Second by Schneider. Approved by voice vote. Other projects reviewed but requiring no action were solar in Brandon, Pittsford, and Killington. Additional reports for information purposes only.

11. COMMUNITY COMMITTEE REPORT

The Poultney Town Plan was reviewed. The plan conformed with 24 VSA Chapter 117 Sections 4302 and 4382. Motion by Gibbs to approve the Poultney Town Plan and confirmation of planning process. Second by Courcelle. Approved by voice vote.

12. TRANSPORTATION ADVISORY COMMITTEE (TAC) REPORT

Neary reported that the TAC will meet next Thursday, September 29, and have presentations from Fuss & O'Neil on Pawlet Scoping Study and from VTrans on the Town Highway Bridge Program. Report for informational purposes only.

13. AREA WIDE CITIZENS

None present.

14. EX-OFFICIO MEMBERS

Richardson reported that CEDRR is busy and highlighted the "Hub" coworking and digital economy incubation space that will be at the Opera House. VFFC received congressional award. CEDRR received a Northern Borders grant for airport industrial park water extension.



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15. COMMISSIONER UPDATES

Mendon: completed LHMP with RRPC. TAP grant for corridor study of US-4.

Pittsford: Approved a historic sign for Pittsford Mills.

Rutland City: New pedestrian wayfinding signage. PC continues work on zoning bylaws.

Sudbury: Town frustrated with State over VT-30 landowner issues.

Hubbardton: All is quiet in Hubbardton.

Killington: PC is working on town plan, zoning bylaws, and other policies in preparation for TIF. US

Open for mountain biking was hosted by Killington Resort. Library hosted a fairy tale festival with most libraries in the state.

Benson: LHMP open for public comment. PC applied for zoning bylaw modernization grant.

Ira: industrial tower has had some objections, and motions to extend filed.

Tinmouth: Began review of Town Plan, compared against first town plan from 1970's.

Benson: Struggling to develop a new town garage, may use ARPA funds.

Pawlet: Bylaw modernization grant, zoning changes to village of West Pawlet.

Mt Holly: PC working on revising Town Plan, new ordinances, 2022 MPG infrastructure impediments to growth

Chittenden: seeking public input on ARPA funds, municipal buildings need assessment for deferred maintenance – maybe could be an RRPC initiative. PC is working on town plan update and implementing MPG for village center. VCF grant award for community events for COVID recovery.

Shrewsbury: PC scheduled public hearing for flood hazard areas and bylaws.

Danby: Working on LHMP, considering beginning cannabis control commission.

Wallingford: working on ARPA, closing date of Nov. 1 for ARPA committee, still working on zoning regulations, and received sidewalk grant on School Street with help of RRPC.

16. ADJOURN

Motion by Sommerlad. Second by Salamon. Adjourned at 8:34PM.

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