



RUTLAND REGIONAL PLANNING COMMISSION

## **RUTLAND REGION EXECUTIVE FINANCE COMMITTEE**

**MONDAY, MAY 8, 2023, 5:00 PM**

### **MEETING DETAILS**

Virtual Option: [Teams Meeting](#), Call in: 1-802-440-1368, Meeting ID: 362 171 909#

In-Person Option: The Opera House, 67 Merchants Row, Rutland, VT 05701

### **MEETING MINUTES**

#### 1) CALL TO ORDER

The meeting was called to order by Chair Berner at 5:01 PM.

#### 2) APPROVAL OF MAY 8<sup>TH</sup> AGENDA

Motion by Sommerlad to approve the May 8<sup>th</sup> agenda. Second by Salamon. Approved by voice vote.

#### 3) APPROVAL OF APRIL 10<sup>TH</sup> MINUTES

Motion by Black to approve the April 10<sup>th</sup> minutes. Second by Salamon. Approved by voice vote.

#### 3) OPEN TO PUBLIC

None present.

#### 4) TREASURERS REPORT

Director Neary provided the treasurers report for March 2023. Neary explained that petty cash would be eliminated due to lack of use and the funds would be deposited into the RRPC bank account. No vote necessary. Informational purposes only.

#### 5) DIRECTORS REPORT

Director Neary provided several updates:

- A. RRPC is preparing the FY24 budget for the June Board of Commissioners meeting. Neary and Skaza have met with all the staff and are working on all the expenses and revenue. The RRPC base funding increase of \$150K has been included in the governor's budget.
- B. Neary and Skaza are also preparing updates to the RRPC Bylaws, Handbook, and Financial Policies for the June Board meeting. The updates include changes to benefits following the VAPDA fringe benefit survey prepared by Neary.
- C. The RRPC will be hiring one additional full-time planner before the end of the fiscal year. The interdisciplinary planner position will assist with transportation, town planning, and economic development.
- D. The RPCs met with the Agency of Administration to kick off the Rural Municipal Technical Assistance program. The RRPC has been tasked with helping to expand state and federal funding to communities who need additional assistance. The pre-approved towns, based

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on a state community needs index, include Benson, West Haven, Ira, Pawlet, Tinmouth, Middletown Springs, and Mt. Tabor. The RRPC will be scheduling meetings and site visits with Towns soon.

- E. Work continues on the Regional Plan update. Neary provided an overview of the plan development process that includes three phases and a future adoption date of 2026.
- F. The RRPC, along with the Town of Brandon, was awarded a Municipal Planning Grant (MPG) for Phase II of RAMP (Rutland Asset Mapping Project). The RRPC will work to add all 27 towns to the mapping and work on marketing the new program.
- G. As part of the ACCD contract, the RRPC will host an Open Meeting Law Training for municipal officials in June. Dates TBD.
- H. The RRPC received three (3) proposals for the Regional Housing Needs Assessment. The regional plan working group will select the consultant and kick-off the project by May 19<sup>th</sup>.

#### 6) BOARD OF COMMISSIONERS AGENDA

Neary provided an overview of the May Board of Commissioners agenda. Steffanie Bourque will continue our RRPC Program Highlight segment and present on her program areas of municipal project management, hazard mitigation, municipal roads general permit, and Regional Plan update.

Chair Berner also requested that Commissioner Gibbs form the nominating committee and prepare nominations for the June Board of Commissioners meetings.

#### 7) MEMBER UPDATES

- A. Hubbardton: Not present.
- B. Shrewsbury: Nothing new.
- C. Sudbury: Will not be at Tuesday full board meeting.
- D. Mendon: US-4 Scoping Study starts next week.
- E. Killington: Land developed for TIF was sold to developers Great Gulf.
- F. Wallingford: Recycling program has collected 4,000lbs of plastic and town received first Trex bench as a reward.

#### 9) ADJOURN

Motion by Courcelle. Second by Salamon. Adjourned at 5:57 PM.

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