



RUTLAND REGIONAL PLANNING COMMISSION

RRPC BOARD OF COMMISSIONERS

TUESDAY, JANUARY 21, 2025, 7:00 PM

MEETING DETAILS

Virtual: [Teams Meeting](#), ID: 224 634 587 902, Pass: dBEdSy | Call: 1-8024401368, ID: 641278173#

In-Person: 16 Evelyn Street, Second Floor, Rutland, VT 05701

MEETING ATTENDANCE

(x = in person) (v = virtual)

TOWN	NAME	
Benson	Cheryl Murray	
Brandon	Jack Schneider	X
Castleton	Liz Mackay (alt)	V
Chittenden		
Clarendon	Brownson Spencer	
Danby	Andrea Stoddard (alt)	X
Fair Haven	Jason Coupal	
Hubbardton	Robert Gibbs	X
Ira	Bob Kirbach	V
Killington	Will Austin	V
Mendon	Larry Courcelle	X
Middletown Springs	Steven Harrington	
Mount Holly	Jessica Metcalfe	V
Mount Tabor		
Pawlet	John Sabotka	V
Pittsford	Donna Wilson	
Poultney	Sarah Pelkey	X
Proctor	Richard Horner	X

TOWN	NAME	
Rutland City	Michael Doenges	
Rutland Town	David Rosenblum	
Shrewsbury	Laura Black	V
Sudbury	Barbara Somson	
Tinmouth	Judy Gilmore Michael Faller	V X
Wallingford	Erika Berner	V
Wells	Heather Thomas (alt)	
West Haven	Rod Ethier	
West Rutland	Leona Minard	
ACI-Natural Resources	Hilary Solomon	
Ex-Officio- CEDRR	Lyle Jepson	
Ex-Officio- CEDRR	Cooper Babbit	
Ex-Officio- TAC		
Ex-Officio- RRWIB		

Staff: Devon Neary, Karen Hill, Mary Kay Skaza, Steffanie Bourque, Logan Solomon, Nic Stark

Public: None present



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MEETING MINUTES

1. PUBLIC HEARING

Chair Berner opened the public meeting for the Clarendon Town Plan and Confirmation of Planning Process at 7:04 PM. No public present. The public hearing closed at 7:05 PM.

2. CALL TO ORDER & INTRODUCTIONS

Meeting called to order by Chair Berner at 7:05 pm. Introductions were made.

3. APPROVAL OF JANUARY 21st AGENDA

Motion to approve the January 21st agenda by Sabotka. Second by Courcelle. Approved by voice vote.

4. APPROVAL OF DECEMBER 9th MINUTES

Pelky noted that the two board members indicated as having made and seconded the meeting adjournment needed be amended. A Motion to approve the December 9th minutes, with aforementioned change, by Sabotka. Second by Gibbs. Approved by voice vote.

5. OPEN TO PUBLIC

None present.

6. NOVEMBER 2024 FINANCIAL REPORT

Mary Kay Skaza reviewed the November 2024 Financials. Report for informational purposes only.

7. EXECUTIVE DIRECTOR'S REPORT

Devon Neary provided the following Executive Director's Report:

The RRPC held the first VLCT/RPC Selectboard Meet Up on January 16th at the West Rutland Town Office. The attendees of the event requested that the Meet Ups be held quarterly. The next meeting will be held in April.

The new RRPC Town Plan Toolkit is LIVE! This new Town Plan resource provides tools, resources, and information for the region's town Planning Commissions as they update their plan every 8 years. For a copy of the toolkit please check out: <https://www.rutlandrpc.org/programs/town-planning/>.

The new RRPC Commissioner Handbook will be live this month. This new resource helps new and returning commissioners get to know the board, the organization, and regional planning. In addition to this resource, the RRPC is launching a new Boards &



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Committees webpage, with information on all boards, committees, and commissioners.

Planning Grants are now available with up to \$30,000 for individual towns and \$45,000 for multi-towns. Applications are due March 31, 2025.

Devon, Karen, Karimah, Logan, and Maggie are representing the RRPC at CEDRR's Real Rutland Feud! Please come support the team as they take on Cape Air on February 15th at the Paramount Theater.

Starting in February 2025, the RRPC will begin meeting with towns on the update to the Regional Future Land Use Map as part of the 2026 Rutland Regional Plan and in alignment with Act 181 (Act 250 Reform from 2024). This process will involve collaborating with towns throughout the region to apply new standards and identify key areas for growth and conservation. The map will also be used to determine where the region will meet its regional housing target under the HOME Act and as a basis for the updated Tier system for Act 250.

Regional Planning Commissions are partnering with the Vermont Bond Bank on a municipal water systems analysis technical assistance program. RPCs will provide support to public water systems by mapping infrastructure, developing systems models, and providing other technical assistance for long-term administrative assistance.

The new legislative session is in full swing. Devon as VAPDA Chair and member of Government Relations will spend some time at the statehouse this session, starting with a meeting with the Rutland Delegation at their weekly meeting on January 15th to discuss the RRPC and meet the Region's new representatives.

8. REGIONAL PLAN REPORT

Neary provided the following Regional Plan Report:

Drafting Process - Task 3 Rev 1 was completed on January 17th.

Review Process - Task 3 Rev 1 review will run from January 21 – February 21. The Regional Plan Committee will begin reviewing T3R1 chapter drafts with the first Committee meeting scheduled for January 28th. The full Board of Commissioners will begin their review of T3R1 after the January 21st board meeting. The full board will then hold a review meeting at the February 18th board meeting.



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Engagement Strategy - Thank you all who participated in Phase 2 Public Engagement. Staff combed through nearly 1000 individual responses to the survey which has helped inform Task 3 Rev 1. The staff are working on planning for Phase 3 Public Engagement in June 2025. The staff are also planning for on-going engagement under 3 VSA §6002 that requires widespread citizen involvement and meaningful participation through informal working groups.

Plan Layout / Graphic Design – The Graphic Design Consultant continues to work on the layout of the first working draft. The staff continue to work on graphical elements and maps of the plan.

9. REGIONAL PLAN TASK 3 REV 1 REVIEW

Steffanie Bourque, Project Manager provided guidance on the regional plan development process and timeline. Bourque also provided instructions on how to review the Task 3 Rev 1 plan drafts through the Survey Monkey form. Devon Neary will be emailing the board on 1/22/25 with instructions, links to drafts, the survey form, and resource materials. Commissioners were asked to submit their survey forms no later than 2/18/25. The February board meeting will be devoted to a question and answer session on the draft with RRPC staff.

10. REGIONAL COMMITTEE REPORT

The committee reviewed four S.248 projects: 24-3420-PET Petition of Little Brook Solar LLC for a certificate of public good, authorizing the installation and operation of a 3 MW solar electric generation facility in Pittsford; 24-2945-PET Petition of VT Real Estate Holdings 2 LLC for a certificate of public good, authorizing the installation and operation of a 20 MW solar electric generation facility in Fair Haven, Vermont; 24-3518-NM Petition of Silver Silo Solar LLC for a certificate of public good for a 500.0 kW solar net metered electric power system in Clarendon, Vermont; and 24-3677-NM Application of Novus Brandon Solar LLC for a certificate of public good for a 150.0 kW solar net-metered electric power system in Brandon, Vermont. No actions were taken at this meeting as each project had already been given a determination of no substantial regional impacts and conformance with the regional plan.

The committee also started to review the 2026 Regional Plan determination of substantial regional impact.

11. COMMUNITY COMMITTEE REPORT

The Community Committee reviewed Clarendon's Town Plan and Confirmation of Planning Process. Motion by Gibbs to approve Clarendon's Town Plan and Confirmation of Planning Process. Second by Horner. Approved by voice vote.



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12. EXECUTIVE/FINANCE COMMITTEE REPORT

Executive Director, Neary provided the Executive Finance Committee report of January 15th. The Committee reviewed proposed FY25 budget updates and recommended to the full board the approval of the updated FY25 budget.

13. FY23 BUDGET UPDATE

Mary Kay Skaza reviewed proposed budget updates for FY25. Motion by Courcelle to accept the budget updates as presented. Second by Gibbs. Approved by voice vote.

14. REGIONAL PARTNERS

No report.

15. EX-OFFICIO MEMBERS

No report.

16. COMMISSIONER ROUNDTABLE

No discussion.

17. ADJOURN

Motion to adjourn by Horner. Second by Gibbs. Adjourned at 8:12 PM.

Respectively submitted by Karen Hill