



RUTLAND REGIONAL PLANNING COMMISSION

RRPC BOARD OF COMMISSIONERS

TUESDAY, FEBRUARY 18, 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) | |
| Chittenden | | |
| Clarendon | Brownson Spencer | X |
| Danby | Andrea Stoddard (alt) | X |
| Fair Haven | Jason Coupal | |
| Hubbardton | Robert Gibbs | X |
| Ira | Bob Kirbach | |
| 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 | V |
| Proctor | Richard Horner | |

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

Staff: Karen Hill, Mary Kay Skaza, Barbara Pulling, Logan Solomon, Maggie O'Brien, Steffanie Bourque, Ethan Pepin **Virtual Staff:** Nic Stark, Devon Neary
Public: None present



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MEETING MINUTES

1. CALL TO ORDER & INTRODUCTIONS

Meeting called to order by Chair Berner at 7:01 pm. Introductions were made.

2. APPROVAL OF FEBRUARY 18th AGENDA

Motion to approve the February 18th agenda by Courcelle. Second by Gibbs. Approved by voice vote.

3. APPROVAL OF JANUARY 21st MINUTES

Motion to approve the January 21st minutes by Gibbs. Second by Schneider. Approved by voice vote.

4. OPEN TO PUBLIC

None present.

5. DECEMBER 2024 FINANCIAL REPORT

Mary Kay Skaza reviewed the December 2024 Financials, highlighting the budget to actual variances. Skaza noted that while the intent when updating the budget in January, was to have the income from credit card points be posted to Line 537, she received confirmation that the income needs to be shifted to miscellaneous revenue. This change will be reflected in the January financials. Report for informational purposes only.

6. EXECUTIVE DIRECTOR'S REPORT

Skaza read the following Executive Director's report to the Board:

1. Devon hosted the Rutland Delegation at the RRPC on Monday, February 10th to provide an overview of the RRPC including governance, funding, programs, regional plan update, and regional legislative priorities.
2. The RRPC is working with Municipal Energy Resiliency Program (MERP) MERP towns that received implementation grants on a group bid option to help reduce administrative burdens and costs. The RRPC will also offer grant administration services for towns interested in additional support.
3. The RRPC continues to work on developing the regional future land use map and municipal engagement strategy and has pushed back the schedule until after town meeting day. The RRPC will request special selectboard meetings with selectboards, planning commissioners, and regional commissioners for each municipality starting in late March/early April. The staff continue to work on the



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draft of the future land use map and work with all RPCs on map development and public engagement planning.

4. The RRPC continues to work with municipalities that may qualify for the Tier 1 status for location-based Act 250 that was established last year under Act 181. The RRPC is working with Proctor, Fair Haven, Brandon and Pittsford on potential subdivision bylaws and new area designations that will help the municipality meet Tier 1 eligibility requirements.
 5. The RRPC has advertised for a finance assistant position and is accepting applications and scheduling interviews. This position will assist our Finance Manager with business operations that have increased significantly with increased funding.
 6. The RRPC will host the new Land Use Review Board (LURB) for District 1 and 8 (Rutland and Bennington) regional meeting with Act 250 staff, commissioners, and RPCs to discuss the new LURB, Act 250, and regional future land use maps.
 7. Devon, Karen, Logan, Maggie and Mike Doenges, represented the RRPC at CEDRR's Real Rutland Feud last Saturday, February 15th at the Paramount Theater.
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7. EXECUTIVE FINANCE COMMITTEE REPORT
Skaza reported that the Executive Finance Committee met on 2/11/2025 and there was no action taken. Chair Berner reported on the Board Engagement and Organization portion of the meeting. No action was taken.
 8. REGIONAL PLAN TASK 3 REV 1 COMMISSIONER REVIEW
The February board meeting was largely devoted to the Board survey results on the draft plan as well as a question-and-answer session with RRPC staff.
 9. REGIONAL PARTNERS
No report.
 10. EX-OFFICIO MEMBERS
No report.
 11. COMMISSIONER UPDATES
No discussion.



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12. ADJOURN

Motion to adjourn by Courcelle. Second by Gibbs. Adjourned at 8:16 PM.

Respectively submitted by Karen Hill