



RUTLAND REGIONAL PLANNING COMMISSION

RUTLAND REGION EXECUTIVE FINANCE COMMITTEE

MONDAY, SEPTEMBER 11, 2023, 5:00 PM

MEETING MINUTES

LOCATION

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

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

ATTENDANCE

Committee: Erika Berner, Laura Black, Robert Gibbs, and Larry Courcelle

Other: Devon Neary

CALL TO ORDER

The meeting was called to order by Chair Berner at 5:03 PM.

APPROVAL OF SEPTEMBER 11TH AGENDA

Motion by Gibbs to approve the September 11th agenda. Second by Courcelle. Approved by voice vote.

APPROVAL OF JUNE 12TH MINUTES

Motion by Black to approve the June 12th minutes. Second by Gibbs. Approved by voice vote.

OPEN TO PUBLIC

None present.

TREASURERS REPORT

Director Neary provided the treasurers report for June and July 2023.

BOARD OF COMMISSIONERS AGENDA

- A. RRPC Committees: Community and Regional Committee will meet in September. The committees will need to vote new Chairs. Regional will have a new Chair, to replace Commissioner Sommerlad and also serve on the Executive Finance Committee. Chair Berner will solicit additional members during the full board meeting. Upon advisement of the Executive Finance Committee, Chair Berner will form an ad hoc Regional Plan Committee with five members, three of which will represent the three standing committees.
- B. REVIEW West Central VT Economic Development District Memorandum of Understanding: Motion by Gibbs recommending the full board authorize Chair Berner to sign the WCVT EDD MOU on behalf of the RRPC Board of Commissioners. Second by Courcelle. Approved by voice vote.



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- C. REVIEW Signature Authority Policy: Motion by Courcelle recommending the full board approve the updated Signature Authority Policy. Second by Black. Approved by voice vote.
- D. REVIEW FY24 Meeting Schedule: The Committee reviewed the FY24 meeting schedule. The RRPC Board will meet on the 3rd Tuesday of each month except for July and August.

EXECUTIVE DIRECTORS REPORT

- A. RRPC has hired a new staff planner, Logan Solomon. Logan is a recent UVM graduate from New Jersey and will be serving as our Town Planner, focusing on town plans and zoning bylaws. Logan will also be standing up our new Housing Resource Navigator position and eventually our new Housing Program.
- B. The RRPC will be adding one more planning position to run the Brownfields Program, Economic Development District, and Workforce Investment Board.
- C. RRPC continues to make good progress on the update to the Regional Plan and has procured a public engagement and graphic design specialists. Staff has begun working on the Regional Profile and has scheduled a Regional Plan staff retreat at the Brandon Inn on October 24/25.
- D. Most staff will also be attending the NNECAPA planning conference in early November.
- E. The Regional Housing Needs Assessment is complete and available to the public.

MEMBER UPDATES

- A. Black: ARPA will be used to digitize land records. No longer have a town clerk.
- B. Berner: Town Administrator is working with FEMA. ARPA committee still working on projects.
- C. Mendon: Significant damage during the August flood. Two members of road crew, including Foreman, are retiring soon.
- D. Hubbardton: Continuing work on update to Town Plan.

ADJOURN

Adjourned at 6:15 PM