



RUTLAND REGIONAL PLANNING COMMISSION

RRPC BOARD OF COMMISSIONERS

TUESDAY, April 16, 2024, 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

COMMISSIONER ATTENDANCE

(x = in person) (v = virtual)

TOWN	NAME	
Benson	Cheryl Murray	V
Brandon	Jack Schneider	X
Castleton	Liz Mackay	X
Chittenden	Gary Congdon	
Clarendon	Brownson Spencer	
Danby	Michelle Bushee	
Fair Haven	Bob Richards	
Hubbardton	Robert Gibbs	X
Ira	Bob Kirbach	V
Killington	Andrew Salamon	X
Mendon	Larry Courcelle	X
Middletown Springs	Steven Harrington	
Mount Holly	Jessica Metcalfe	V
	Jon McCann	V
Mount Tabor		
Pawlet	John Sabotka	
Pittsford	Donna Wilson	
Poultney	Sarah Pelkey	X
Proctor	Judy Frazier	

TOWN	NAME	
Rutland City	Michael Talbott	X
Rutland Town	David Rosenblum	X
Shrewsbury	Laura Black	V
Sudbury	Barbara Somson	
Tinmouth	Robert Lloyd	V
Wallingford	Erika Berner	X
Wells	Don Preuss	
West Haven	Rod Ethier	
West Rutland	Leona Minard	X
ACI-Natural Resources	Hilary Solomon	
Ex-Officio- CEDRR	Lyle Jepson	
Ex-Officio- CEDRR	Cooper Babbit	
Ex-Officio- TAC		
Ex-Officio- RRWIB		

Guests: None present.

Staff: Devon Neary, Mary Kay Skaza, Karen Hill, Barbara Pulling (V)



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MEETING MINUTES

1. PUBLIC HEARING

Chair Berner opened the public meeting for the Mount Holly Town Plan and Confirmation of Planning Process and the West Rutland Town Plan and Confirmation of Planning Process at 7:00 pm. No public present. Public hearing was closed at 7:01 pm.

2. CALL TO ORDER & INTRODUCTIONS

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

3. APPROVAL OF April 16th AGENDA

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

4. APPROVAL OF March 19th MINUTES

Motion to approve the March 19, 2024, minutes by Rosenblum. Second by Salamon. Approved by voice vote.

5. OPEN TO PUBLIC

None present.

6. EXECUTIVE DIRECTORS REPORT

1. The RRPC has been informed of significant to the timeline, project ranking criteria, and town prioritization as related to the Municipal Technical Assistance Program (MTAP). As you may recall, the qualification to submit applications to the MTAP program was expanded from an original 7 high-need/low-capacity towns to 12 total in our region. We were told in December that we had until June 30 to get statements of work (SoW) in place through the Agency of Administration, and we planned accordingly. On March 28, we were told that the deadline for SoW proposals to be submitted to the Agency is April 30 because the program is running out of funding. We have submitted draft statements of work for all eleven (11) pre-approved towns that “accepted” the program and we are hopeful that some of them will be selected to proceed to implementation.

2. The RRPC has identified a possible sustaining funding source for the Rutland Region Workforce Investment Board (WIB) through Northern Borders Regional Commission. The 2024 Workforce Opportunity for Rural Community Grant program funds projects supporting rural communities in aligning workforce development efforts with economic development plans. Greg will bring this opportunity to the WIB for approval.

3. The May RRPC Board of Commissioners meeting will include a visit from two other RPC Directors as part of the VAPDA RPC evaluation process. This information will be used by a consultant to provide a comprehensive evaluation and strategic plan for the RRPC.

4. The RRPC has recently signed several new climate and energy contracts such as MERP mini grants for Enhanced Energy Plans in Middletown Springs and Pittsford. The RRPC is also applying to receive a Department of Energy, Energy Efficiency and Conservation Block Grant (EECBG) to develop a thermal energy plan and pilot program. The RRPC will



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also be working on new climate resilience projects such as the Municipal Vulnerability Index (MVI) and Climate Pollution Reduction Grant (CPRG).

5. The RRPC has confirmed a date for the Secretary of State Open Meeting Law Training. Secretary Hanzas and her team will be hosting the hybrid training at the RRPC office on June 26th. The RRPC will be sending out a series of reminders to the entire Rutland Region along with a survey for those who cannot attend. Neary asked that the Board help spread the word about this upcoming opportunity.

6. Legislative Updates: S.55 Open Meeting Law: new draft requires towns to record meetings and post videos, lacks training or funding, and does not allow for fully virtual. H.875 Municipal Code of Ethics: new training, reporting, investigation requirements and new legal right to civil action.

7. REGIONAL PLAN UPDATE

Neary provided an update on Task 2 of the drafting process and the status of Phase 1 of the public engagement.

8. EXECUTIVE/FINANCE COMMITTEE REPORT

Skaza provided a presentation of the new office location along with the costs, pros and cons, and timeline. The board discussed the matter and provided supportive feedback. **Motion to approve the move of the RRPC office from its current location at 67 Merchants Row, 3rd Floor to 16 Evelyn Street, 2nd Floor and the use of up to \$25,000 from the Fund Balance for renovations and moving expenses by Rosenblum. Second by Talbott. Approved by voice vote.**

9. REGIONAL COMMITTEE REPORT

Chair Berner provided the committee report, stating that the committee reviewed a 20MW solar project in Fair Haven, a 26-lot subdivision in Killington, a Mini Golf Course in Brandon, 11 affordable duplexes in Rutland City, and 8 units of housing in Rutland City. No action was taken by the committee.

10. COMMUNITY COMMITTEE REPORT

Motion by Gibbs to approve the Mount Holly Town Plan and Confirmation of Planning Process and the West Rutland Town Plan and Confirmation of Planning Process. Second by Courcelle. Approved by voice vote.

11. TRANSPORTATION ADVISORY COMMITTEE (TAC) REPORT

Neary shared the TAC had a roundtable discussion on what TAC members have found useful so far since Ethan Pepin took over the TPI program, and what TAC members feel is missing or would like to see more. Members generally found informational meetings useful but felt TAC lacked an active project to consider and work on. The TAC also discussed plans to form a sub-committee devoted to providing review for the Regional Plan Transportation Chapter as well as taking up a regional project prioritization list to help with the Regional Plan and larger advocacy to VTrans. Next meeting District 3 – Administrator Christopher Taft will attend to meet the TAC members and discuss the District's role in Regional Transportation planning.

12. AREA WIDE CITIZENS



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No report.

13. EX-OFFICIO MEMBERS

No report.

14. COMMISSIONER ROUNDTABLE

No report.

15. ADJOURN

Motion to adjourn by Gibbs. Second by Pelky. Adjourned the meeting at 7:51 pm.

Respectively submitted by Karen Hill

DRAFT