



RUTLAND REGIONAL PLANNING COMMISSION

RRPC EXECUTIVE FINANCE COMMITTEE

MONDAY, JANUARY 13, 2025, 5:00 PM

MEETING DETAILS

LOCATION

Virtual: [Teams Meeting](#), Call in: 1-802-440-1368, Meeting ID: 382 346 158#

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

ATTENDANCE

Committee: Erika Berner, Mike Doenges, Laura Black, Leona Minard, and Larry Courcelle

Other: Devon Neary and Mary Kay Skaza

MEETING MINUTES

CALL TO ORDER

The meeting was called to order by Chair Berner at 5:02 PM.

APPROVAL OF JANUARY 13TH AGENDA

Motion by Courcelle to approve the January 13th Agenda with the addition of an executive session. Second by Black. Approved by voice vote.

APPROVAL OF DECEMBER 9TH MINUTES

Motion by Doenges to approve the December 9th Minutes. Second by Black. Approved by voice vote.

OPEN TO PUBLIC

None present.

NOVEMBER 2024 FINANCIALS

Finance Director Skaza provided a report on the November 2024 financials. For informational purposes only.

EXECUTIVE DIRECTORS REPORT

Director Neary provided the following ED report:

1. The RRPC held the first VLCT/RPC Selectboard Meet Up on January 16th at the West Rutland Town Office.
2. 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



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their plan every 8 years. For a copy of the toolkit please check out:

<https://www.rutlandrpc.org/programs/town-planning/>.

3. 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 & Committees webpage, with information on all boards, committees, and commissioners.
4. Municipal Planning Grants are now available with up to \$30,000 for individual town and \$45,000 for multi-town. Applications are due March 31, 2025.
5. 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.
6. 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 regional will meet its regional housing target under the HOME Act and as a basis for the updated Tier system for Act 250.
7. 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.
8. 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.

REGIONAL PLAN UPDATE

Director Neary provided the following RP report:

1. Task 3 Rev 1 was completed on January 17th. Task 3 Rev 1 review will run from January 21 – February 21.
2. Regional Plan Committee will begin reviewing T3R1 chapter drafts with the first Committee meeting scheduled for January 28th.



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3. 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.
4. 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.
5. Staff are working on planning for Phase 3 Public Engagement in June 2025.
6. Staff are also planning for on-going engagement under 3 VSA §6002 that requires widespread citizen involvement and meaningful participation through informal working groups.

JANUARY BOARD OF COMMISSIONERS AGENDA

Director Neary provided an overview of the January Agenda that will focus on a kickoff of Task 3 Rev 1 regional plan review by the Board and the updated FY25 Budget. There will also be a Community and Regional Committee meeting held before the Board.

RRPC BUDGET UPDATE

Finance Director Skaza provided an overview of the FY25 budget update. The update was required due to increased funding from new grants that were not anticipated or secured when the budget was prepared in June 2024. The new budget includes new revenue as well as updated expenses. Motion by Black to recommend to the full board approving the updated FY25 budget. Second by Courcelle. Approved by voice vote.

COMMISSIONER UPDATES

No updates.

EXECUTIVE SESSION

Motion by Black to enter into Executive Session under 1 V.S.A. § 313(a) 1, after making a specific finding that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage under Section (B) labor relations agreements with employees. Second by Courcelle. Approved by voice vote. Enter executive session at 5:59PM. Exited executive session at 6:30PM.

ADJOURN

Adjourned at 6:30 PM.

Respectively submitted by Devon Neary