



RUTLAND REGIONAL PLANNING COMMISSION

RRPC BOARD OF COMMISSIONERS

TUESDAY, APRIL 15, 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	
Danby	Andrea Stoddard	X
Fair Haven	Jason Coupal Bob Richards (alt)	X X
Hubbardton	Robert Gibbs	X
Ira	Bob Kirbach	X
Killington	Will Austin	V
Mendon	Larry Courcelle	X
Middletown Springs	Steven Harrington	
Mount Holly	Jessica Metcalfe	V
Mount Tabor		
Pawlet	Linda Lynton	V
Pittsford	Ann Reed (alt)	X
Poultney	Sarah Pelkey	
Proctor	Richard Horner	X

TOWN	NAME	
Rutland City	David Allaire	X
Rutland Town	David Rosenblum	
Shrewsbury	Laura Black	X
Sudbury	Barbara Somson	V
Tinmouth	Judy Gilmore Michael Faller (alt)	V X
Wallingford	Erika Berner	X
Wells	Heather Thomas	V
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		

Staff: Devon Neary, Mary Kay Skaza, Karen Hill, Logan Solomon, and Maggie O'Brien

Legislative Delegates: Christopher Howland, Chris Keyser, and Jim Harrison

Other: Michael Scovner



RUTLAND REGIONAL PLANNING COMMISSION

MEETING MINUTES

1. CALL TO ORDER & INTRODUCTIONS

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

2. APPROVAL OF APRIL 15th AGENDA

Motion to approve the April 15th agenda by Black. Second by Courcelle. Approved by voice vote.

3. APPROVAL OF MARCH 18th MINUTES

Motion to approve the March 18th minutes by Gibbs. Second by Black. Approved by voice vote.

4. OPEN TO THE PUBLIC

None present.

5. RUTLAND COUNTY LEGISLATIVE DELEGATION

Each representative provided an update from their committee regarding legislative actions impacting the Rutland Planning Region.

6. EXECUTIVE DIRECTOR'S REPORT

- a. The RRPC held its second selectboard meet-up on April 9th at the new Castleton Recreation Department. Twenty-five participants attended. The meeting's focus was on municipal shared services and Act 181.
- b. The RRPC will hold two municipal training courses for Act 181 on April 16th and 17th. Selectboard members, planning commissioners, zoning administrators, town managers, and municipal staff involved in land use, development review, or policy planning are encouraged to join to learn about changes to Act 250, the state designation program, and the regional future land use map.
- c. The RRPC will hold an Open Meeting Law Training with the Vermont Secretary of State(SOS) on Wednesday, May 7th. This will be the third annual training the RRPC has hosted in partnership with the SOS and will provide important education for our new and returning municipal officials throughout the Region.
- d. Vermont Emergency Management has been notified by the Federal Emergency Management Agency (FEMA) that Building Resilient Infrastructure and Communities (BRIC) 2024 has been cancelled, and there will be no new applications. Any applications that were selected for funding under BRIC 2023 but not yet awarded have also been cancelled. This is the primary funding



RUTLAND REGIONAL PLANNING COMMISSION

source for scoping and local hazard mitigation plan funding and will likely also impact our Emergency Management Plan Grant

- e. The RRPC is closely monitoring our existing state and federal grants for potential funding impacts from federal decisions. Currently, the RRPC has had three fully or partially cancelled grants including Health Equity, Energy Efficiency and Conservation Block Grant, and Climate Pollution Reduction Grant. Currently, the RRPC's major federal grants include the Department of Labor WORC6 grant from 2024 and the Environmental Protection Agency Brownfields 8 grant from 2023.
- f. The RRPC presented the draft Future Land Use Map to the Executive Finance Committee on March 10th and will be presenting it to the full board on April 15th. The RRPC completed a draft town meeting schedule and will be reaching out to towns this month to schedule special selectboard meetings for April, May, and early June. The RRPC will host a meeting in each town that will include the selectboard, planning commission, and regional commissioners.
- g. The RRPC is scheduling special selectboard meetings to review the draft regional future land use map beginning the last week of April and ending the last week of May.

7. REGIONAL PLAN UPDATE

- a. Drafting Process
 - i. Staff completed work on Task 3 Rev 2 on March 21st.
 - ii. Staff began work on Task 3 Rev 3, which will be completed on April 18th.
- b. Review Process
 - i. Task 3 Rev 2 review was completed by all staff the week of March 24th, which allowed for full plan review and alignment.
 - ii. Task 3 Rev 3 review is only one week (April 21-25).
 - iii. The Board of Commissioners will receive Task 3 Rev 3 in full plan layout at the June Board Meeting.
- c. Engagement Strategy
 - i. Staff continue work on Phase 3 Engagement, "Alignment" which will run in May/June and include pop-up tabling throughout the Region.
- d. The Regional Future Land Use Map Engagement with Towns is currently being scheduled from April to May.
- e. Plan Layout/Graphic Design
 - i. Graphic Design Consultant continues work on the layout and graphic design.
 - ii. Our contracted cartoonist completed a draft of the "Regional Plan Visualized" for Phase 3 engagement.



RUTLAND REGIONAL PLANNING COMMISSION

8. ACT 181 AND DRAFT REGIONAL FUTURE LAND USE MAP

Logan Solomon reviewed the Regional Plan work the team has been doing and introduced the Future Land Use Map. Members were encouraged to attend one of the two upcoming Act 181 training courses to learn more.

9. FEBRUARY 2025 FINANCIAL REPORT

Mary Kay Skaza reviewed the February 2025 Financials. Report for informational purposes only.

10. FY25 AT-LARGE MEMBER VACANCY & FY26 Nominating Committee

The FY25 At-Large Member from was not reappointed and per the RRPC bylaws, the Board is required to fill the vacancy at the next regular meeting. The board nominated David Allaire from Rutland City to fill the vacancy for the remainder of FY25.

Chair Berner called for volunteers for the FY26 Nominating Committee. Andrea Stoddard, Jason Coupal, and Dick Horner volunteered to serve on the committee with Stoddard as Chair. Motion to approve the FY25 At-Large Member and FY26 Nominating Committee as presented by Schneider. Second by Coupal. Approved by voice vote.

11. EXECUTIVE FINANCE COMMITTEE REPORT

Neary provided the Executive Finance Committee Report which met on Monday, April 7th. Neary informed the committee that they Executive Finance Committee reviewed a draft parental leave policy that is being reviewed by the attorney. The policy will come before the full board in May. No action was taken at this meeting.

12. REGIONAL COMMITTEE REPORT

The Committee reviewed 1R0691-1, an application to extend the extraction deadline, and amend the permitted extraction limits for a sand and gravel quarry located on East Wells Road in Wells. The committee reviewed the project, the original permit details, and the information regarding the Notice of Alleged Violation. Motion by Courcelle to send a letter stating no significant regional impact and conformance with the regional plan to the Act 250 District Commission. Second by Coupal. Approved by voice vote.

13. EX-OFFICIO MEMBERS

No report.

14. ADJOURN

Motion to adjourn by Gibbs. Second by Horner. Adjourned at 8:22 PM.

Respectively submitted by Karen Hill