



# RUTLAND REGIONAL PLANNING COMMISSION

## RRPC EXECUTIVE FINANCE COMMITTEE

MONDAY, JUNE 8, 2026, 5:30 PM

### MEETING DETAILS

Virtual: [Teams Meeting](#), ID: 211 200 879 557, Pass: b2KXpq, Call: 802-440-1368, 382346158#

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

### MEETING AGENDA

- 5:30 CALL TO ORDER & INTRODUCTIONS
- 5:31 APPROVAL OF JUNE 8<sup>TH</sup> AGENDA
- 5:33 APPROVAL OF MAY 11<sup>TH</sup> MINUTES
- 5:35 OPEN TO THE PUBLIC
- 5:40 APRIL 2026 FINANCIALS
- 5:45 JUNE BOARD OF COMMISSIONERS AGENDA
  - REVIEW FY27 MEETING SCHEDULE
  - REVIEW EMPLOYEE HANDBOOK UPDATES
  - REVIEW FY27 BUDGET
  - REVIEW FY26 WORK PLAN ASSESSMENT
  - REVIEW FY27 WORK PLAN
- 6:45 EXECUTIVE SESSION
- 7:15 ADJOURN

Questions? Need special accommodations?  
Contact: Devon Neary at [devon@rutlandrpc.org](mailto:devon@rutlandrpc.org) or (802) 775-0871.



# RUTLAND REGIONAL PLANNING COMMISSION

## FY27 MEETING SCHEDULE

### BOARD OF COMMISSIONERS

MONTH	DAY	YEAR	TOPIC
COMMITTEES 6:00 PM		I	FULL BOARD 7:00 PM
JULY	Summer Break		
AUGUST	Summer Break		
SEPTEMBER	<b>TUESDAY 15<sup>th</sup></b>	2026	
OCTOBER	<b>TUESDAY 20<sup>th</sup></b>	2026	
NOVEMBER	<b>TUESDAY 17<sup>th</sup></b>	2026	
<i>DECEMBER</i>	<i>TUESDAY 8<sup>th</sup></i>	2026	*Held for audit approval if not done in November.
JANUARY	<b>TUESDAY 19<sup>th</sup></b>	2027	
FEBRUARY	<b>TUESDAY 16<sup>th</sup></b>	2027	
MARCH	<b>TUESDAY 16<sup>th</sup></b>	2027	
APRIL	<b>TUESDAY 20<sup>th</sup></b>	2027	
MAY	<b>TUESDAY 18<sup>th</sup></b>	2027	
JUNE	<b>TUESDAY 15<sup>th</sup></b>	2027	



**RUTLAND REGIONAL PLANNING COMMISSION**  
**FY27 MEETING SCHEDULE**  
**EXECUTIVE FINANCE COMMITTEE**

<b>MONTH</b>	<b>DAY</b>	<b>YEAR</b>	<b>TOPIC</b>
<b>5:00 PM MEETING TIME</b>			
JULY			Summer Break
AUGUST			Summer Break
SEPTEMBER	<b>MONDAY 14<sup>th</sup></b>	2026	
OCTOBER	<b>TUESDAY 13<sup>th</sup></b>	2026	
NOVEMBER	<b>MONDAY 9<sup>th</sup></b>	2026	
DECEMBER	<b>MONDAY 14<sup>th</sup></b>	2026	*Held for audit review if not approved in Nov.
JANUARY	<b>MONDAY 11<sup>th</sup></b>	2027	
FEBRUARY	<b>MONDAY 8<sup>th</sup></b>	2027	
MARCH	<b>MONDAY 8<sup>th</sup></b>	2027	
APRIL	<b>MONDAY 12<sup>th</sup></b>	2027	
MAY	<b>MONDAY 10<sup>th</sup></b>	2027	
JUNE	<b>MONDAY 14<sup>th</sup></b>	2027	



RUTLAND REGIONAL PLANNING COMMISSION  
**PROPOSED FY 2027 AGENCYWIDE BUDGET**  
 July 1, 2026 - June 30, 2027

	PROPOSED BUDGET FY 2027	APPROVED BUDGET FY 2026	VARIANCE
<b>REVENUES:</b>			
Local Income	\$60,068	\$60,068	\$0
VT Agency of Commerce & Community Development (Property Transfer Tax)	\$738,391	\$716,884	\$21,507
VT Department of Public Safety	\$0	\$43,594	(\$43,594)
VT Agency of Transportation	\$257,181	\$275,180	(\$17,999)
VT Department of Environmental Conservation	\$634,775	\$675,432	(\$40,657)
U.S. Environmental Protection Agency	\$35,620	\$142,856	(\$107,236)
U.S. Department of Labor	\$462,750	\$549,097	(\$86,347)
VT Department of Buildings and General Services	\$30,910	\$50,000	(\$19,090)
Local Planning Assistance	\$196,043	\$199,476	(\$3,433)
Special Projects	\$204,557	\$160,951	\$43,606
Interest Income	\$3,500	\$3,500	\$0
<b>TOTAL REVENUES</b>	<b>\$2,623,795</b>	<b>\$2,877,038</b>	<b>(\$253,243)</b>
<b>EXPENSES:</b>			
Salaries	\$939,459	\$911,457	\$28,002
Fringe	\$381,996	\$359,582	\$22,414
Contracted Services	\$941,547	\$1,218,390	(\$276,843)
Audit/Accounting	\$34,000	\$27,750	\$6,250
Conferences and Trainings (All Expenses)	\$30,819	\$28,555	\$2,264
Mileage (Regular Business)	\$14,862	\$15,616	(\$754)
Meeting Expense (Regular Business)	\$11,625	\$13,925	(\$2,300)
Postage/Shipping	\$2,260	\$2,125	\$135
Printing	\$15,831	\$14,978	\$853
Marketing and Sponsorship	\$6,050	\$5,800	\$250
Town and Organizational Support	\$2,750	\$2,000	\$750
Supplies	\$11,250	\$11,030	\$220
Service Contracts	\$16,200	\$19,800	(\$3,600)
Subscription/Publication/Software	\$32,650	\$34,060	(\$1,410)
Legal Fees	\$5,000	\$7,500	(\$2,500)
Memberships	\$14,700	\$13,008	\$1,692
Rent & Office Improvements	\$53,455	\$61,300	(\$7,845)
Office Cleaning	\$5,200	\$5,200	\$0
Telephone/Communication Services	\$10,800	\$10,800	\$0
Electricity	\$6,600	\$6,000	\$600
Grant Disbursements	\$62,171	\$66,241	(\$4,070)
Insurance	\$12,250	\$11,500	\$750
Equipment-Purchase	\$10,458	\$13,505	(\$3,047)
<b>TOTAL EXPENSES</b>	<b>\$2,621,933</b>	<b>\$2,860,122</b>	<b>(\$238,189)</b>
<b>SURPLUS/DEFICIT</b>	<b>\$1,862</b>	<b>\$16,916</b>	<b>(\$15,054)</b>

# FY26 WORK PLAN ASSESSMENT

**COMPLETED**  
**NOT COMPLETED**

NO.	PROGRAM	TASK	NOTES
1	ADMIN	Provide organizational management of RRPC budget, programs, office, and staff including on-boarding process.	
2	ADMIN	Maintenance and updates of RRPC bylaws, policies, and procedures.	
3	ADMIN	Prepare FY25 Financial and Final Report for VT ACCD.	
4	ADMIN	Conduct financial audit for FY25 and provide board with Audit Summary.	Approved by Board in November 2025.
5	ADMIN	Conduct annual staff performance reviews.	
6	ADMIN	Promote staff enhancement by promoting internships, team meetings, professional development, and participation on committees and working groups.	
7	ADMIN	Continue to refine and update the RRPC website.	
9	ADMIN	Expand marketing and outreach materials and continue to build our Communications Plan.	Did not develop Communications Plan due to capacity constraints.
10	ADMIN	Prepare at least two (2) municipal training courses.	Held 3 municipal training courses.
11	ADMIN	Provide support to the Board of Commissioners and Executive Finance, Community, Regional, Brownfields Committee, and Ad Hoc Regional Plan Committees.	
12	ADMIN	Expand Commissioner education, involvement, and on-boarding, including updates to the Commissioner's Handbook.	Did not yet update the Commissioners Handbook.
1	REGIONAL PLANNING	Complete the 2026 Rutland Regional Plan by May 2026, including holding public hearings during adoption process.	Adopted May 19, 2026
2	REGIONAL PLANNING	Complete Draft #4 of the Regional Plan.	

## FY26 WORK PLAN ASSESSMENT

**COMPLETED**  
**NOT COMPLETED**

3	REGIONAL PLANNING	Continue to coordinate with Ad Hoc Regional Plan Committee and Board of Commissioners.	
4	REGIONAL PLANNING	Continue routine outreach and communication for Regional Plan, Regional Committee, and Regional Projects.	
5	REGIONAL PLANNING	Continue Regional Planning Commission core duties under 24 VSA §4345a and §4345.	
6	REGIONAL PLANNING	Coordinate regional planning programs to achieve land use goals under 24 VSA §4302.	
7	REGIONAL PLANNING	Review ACT 250 and Section 248 applications with Regional Committee.	
8	REGIONAL PLANNING	Approve municipal plans and confirm local planning processes, with assistance from Community Committee, in accordance with 24 V.S.A. §4345a, §4345 and §4352.	
9	REGIONAL PLANNING	Continue to develop the regional housing program; regional housing committee, ADU guide, resource guide.	Did not complete housing work due to lack of funding/capacity.
10	REGIONAL PLANNING	Provide support for the Water System Technical Assistance Program in partnership with VT Bond Bank	
11	REGIONAL PLANNING	Provide support for the Vermont Evaluation of Rural Technical Assistance (VERTA) in partnership with UVM.	
12	REGIONAL PLANNING	Continue to serve as Chair of the Vermont Association of Planning and Development Agencies (VAPDA).	
13	REGIONAL PLANNING	Continue participation in local, regional, and state policies, programs, and working groups through VAPDA.	
14	REGIONAL PLANNING	Continue to serve on the Transportation and Natural Resources VAPDA committees.	
15	REGIONAL PLANNING	Continue VAPDA government relations committee; tracking legislation, providing testimony to committees, and coordinating with the Rutland Region Delegation.	
16	REGIONAL PLANNING	Continue to work with CEDRR on preparing and advancing the Regional Project Priority List.	

# FY26 WORK PLAN ASSESSMENT

**COMPLETED**  
**NOT COMPLETED**

1	TOWN PLANNING	Continue to implement new town planning program with a standardized approach including education and outreach materials to support town plan updates for all 27 towns.	Delayed due to staff turnover. Did complete standard map package.
2	TOWN PLANNING	Provide technical assistance and support for town plans in: Benson, Tinmouth, Pittsford, Castleton, Sudbury, and Rutland City, Wallingford, and West Haven.	Work continues on Pittsford and West Haven.
3	TOWN PLANNING	Provide technical assistance designations and regulations in Fair Haven, Brandon, Proctor, Pittsford, and Mendon.	
4	TOWN PLANNING	Conduct enhanced consultations with municipal planning commissions in accordance with §4350.	
6	TOWN PLANNING	Provide general assistance to municipal planning commissions with bylaws, plans, MPGs, and studies.	
7	TOWN PLANNING	Help municipalities apply for state or federal funding and provide project management and administrative services.	
1	ECONOMIC DEVELOPMENT	Continue organizational support for West Central Vermont Economic Development District (WCVT EDD).	
2	ECONOMIC DEVELOPMENT	Work with other RPCs and RDCs on administrative support for the WCVT EDD Board.	
3	ECONOMIC DEVELOPMENT	Identify projects and apply for federal funding through the Economic Development Administration (EDA).	
4	ECONOMIC DEVELOPMENT	Continue to develop Brownfields Program with new sites, area wide master planning, and additional EPA funding.	
5	ECONOMIC DEVELOPMENT	Advance current assessment projects; Linda Lee, Pittsford Village Farm, East Creek Commons, Rutland Plywood, ReClaimED, Former CSJ, and VFFC.	
6	ECONOMIC DEVELOPMENT	Continue to support marketing and development of the Real Rutland Map with CEDRR.	
7	ECONOMIC DEVELOPMENT	Continue to support projects and towns selected to advance through the Municipal Technical Assistance Program (MTAP).	
8	ECONOMIC DEVELOPMENT	Continue support for and development of the Rutland Regional Workforce Investment Board (RRWIB).	Only held a few meetings in FY26 due to staff turnover.
9	ECONOMIC DEVELOPMENT	Recruit new businesses, schools, and workforce development partners to the RRWIB.	Limited recruitment due to staff turnover.

# FY26 WORK PLAN ASSESSMENT

**COMPLETED**  
**NOT COMPLETED**

10	ECONOMIC DEVELOPMENT	Continue to develop the Workforce Development for Rural Communities (WORC) Bridge Program.	
11	ECONOMIC DEVELOPMENT	Expand partnerships with regional school, employers, and workforce development groups for WORC6.	
12	ECONOMIC DEVELOPMENT	Continue to support the revitalization of our downtown and village centers through planning and redevelopment.	
13	ECONOMIC DEVELOPMENT	Continue to support regional economic development that highlight intermunicipal cooperation and implementation.	
1	TRANSPORTATION	Complete transportation planning and data collection in the FY25/FY26 TPI work program with VTrans.	
2	TRANSPORTATION	Complete Task 7 - Sidewalk Network Reports	
3	TRANSPORTATION	continue to coordinate the Transportation Advisory Committee (TAC).	
4	TRANSPORTATION	Continue the development of the Regional Mobility Committee and transition of OA&D to MVRTD .	Regional Mobility Committee work paused due to OA&D shift.
5	TRANSPORTATION	Continue support for MVRTD with board participation, bus stop planning, and other transit planning efforts.	
6	TRANSPORTATION	Provide technical support and project management for Rutland City Transit Oriented Development (TOD) Plan.	
7	TRANSPORTATION	Continue data collection including sidewalk inventory, culvert inventory, and traffic and bicycle/pedestrian counts.	
8	TRANSPORTATION	Provide technical assistance to road commissions and hold quarterly Road Foreman Meetings.	Only one meeting held in FY26.
9	TRANSPORTATION	Provide technical assistance for road safety, infrastructure, pop-up projects, placemaking, and road reclassification.	
10	TRANSPORTATION	Complete Road Erosion Inventory Updates for up to 13 Towns in the Region.	Work continues with plan to complete most towns by FY27.
11	TRANSPORTATION	Assist with updating the transportation section of Town Plans and developing capital or strategic plans.	No capital or strategic plans completed.
12	TRANSPORTATION	Continue development of the D&H Rail Trail Council, including the trail master plan and missing link.	

# FY26 WORK PLAN ASSESSMENT

**COMPLETED**  
**NOT COMPLETED**

13	TRANSPORTATION	Help create equitable, sustainable, multimodal transportation networks that support land-use planning.	
14	TRANSPORTATION	Support the Rutland City TIF with support for downtown streetscape, accessibility, and multimodal improvements	
1	ENERGY & CLIMATE	Provide technical support to municipalities for the Municipal Energy Resilience Program (MERP).	
2	ENERGY & CLIMATE	Provide MERP grant administration support for Benson, Mt. Tabor, Pawlet, and West Haven.	No longer providing grant administration for Benson.
3	ENERGY & CLIMATE	Assist with enhanced energy plans in Tinmouth, Killington, Middletown Springs, Pawlet, and Poultney.	Delayed due to capacity constraints.
5	ENERGY & CLIMATE	Continue participation in the regional energy planner meetings and developing regional energy program.	Continuing to develop program with new staff.
6	ENERGY & CLIMATE	Implement the Climate Pollution Reduction Grant (CPRG) including updates to regional and town plans.	Work began on Climate Pilot Communities but EEPS delayed.
1	NATURAL RESOURCES	Provide support for the South Lake Champlain Clean Water Service Provider and the Basin Water Quality Council.	
2	NATURAL RESOURCES	Work with partners to develop projects and administer funding for water quality improvement projects.	
3	NATURAL RESOURCES	Expand partnerships and projects within the Addison County portion of South Lake Champlain.	Delayed due to staff turnover.
4	NATURAL RESOURCES	Continue partnership with Poultney Mettowee Natural Resources Conservation District to grow and expand CWSP.	
5	NATURAL RESOURCES	Promote watershed planning in the region that promotes flood and climate resilience through partnerships.	
6	NATURAL RESOURCES	Assist the VTDEC in providing technical assistance to landowners under the 3-Acre Stormwater Permit Program.	Delayed due to staff turnover.
7	NATURAL RESOURCES	Incorporate water quality, stormwater, and flood resilience language in municipal plans and land use bylaws.	
8	NATURAL RESOURCES	Continue to develop designs for erosion and stormwater protection at Sunset Lake Road.	Delayed due to staff turnover.

# FY26 WORK PLAN ASSESSMENT

**COMPLETED**  
**NOT COMPLETED**

9	NATURAL RESOURCES	Work with municipalities on reclassification of wetlands and other important water resources.	No projects identified in FY26.
10	NATURAL RESOURCES	Provide technical assistance on low-impact development and green stormwater infrastructure.	Delayed due to staff turnover.
11	NATURAL RESOURCES	Assist municipalities with flood hazard areas, river corridor bylaws, and Emergency Relief Assistance Fund.	
12	NATURAL RESOURCES	Continue work on the FEMA Flood Bylaws by reviewing and updating bylaws and providing education.	
13	NATURAL RESOURCES	Expand staff with Certified Floodplain Manager credentials.	Delayed due to staff turnover and regional plan development.
1	EMERGENCY MANAGEMENT	Continue to implement emergency management planning activities through the EMPG program and VEM.	No EMPG funds received by VEM.
2	EMERGENCY MANAGEMENT	Update LHMPs in Fair Haven, Middletown Springs, Benson, Rutland City, and Rutland Town.	
3	EMERGENCY MANAGEMENT	Continue to develop the Community Organizations Active in Disaster (COAD) in partnership with VT Dept of Health.	Used State funds to support.
4	EMERGENCY MANAGEMENT	Provide project identification, development, and management for the Hazard Mitigation Grant Program.	No additional projects identified but work ongoing with VEM.
5	EMERGENCY MANAGEMENT	Organize hot topic meetings and roundtables for local Emergency Management Directors (EMDs).	No EMPG funds to support this work.
6	EMERGENCY MANAGEMENT	Provide administrative support for the Regional Emergency Management Committee (REMC).	Used State funds to support.
7	EMERGENCY MANAGEMENT	Provide technical assistance to municipalities applying for emergency management-related grants.	No EMPG funds to support this work.
8	EMERGENCY MANAGEMENT	Provide direct staff support to the State Emergency Operations Center, when requested.	No EMPG funds to support this work.
9	EMERGENCY MANAGEMENT	Collect local damage information from towns after significant storm events when Local Liaisons are activated.	No EMPG funds to support this work.
10	EMERGENCY MANAGEMENT	Provide regional coordination for FEMA and state agencies and municipal support during disasters.	No EMPG funds to support this work.

# FY26 WORK PLAN ASSESSMENT

COMPLETED  
NOT COMPLETED

1	GIS MAPPING	Provide municipalities, state agencies and regional groups with mapping and data analysis in support of various projects, such as municipal plan and bylaw development, infrastructure, transportation, and all other program areas.	
2	GIS MAPPING	Assist with mapping, data visualization, and graphic design for Regional Plan update.	
3	GIS MAPPING	Assist VCGI, DHCD, Current Use, SEOC, and other local, regional, and state partners.	
4	GIS MAPPING	Develop updated maps to be included in the 2026 Rutland Regional Plan.	
5	GIS MAPPING	Develop new basemaps and standardized processes for town planning, transportation, emergency management, etc.	
1	MUNICIPAL PROJECT MANAGEMENT	Continue to provide project management services to VTrans, FEMA, and other state/federal funded projects.	
2	MUNICIPAL PROJECT MANAGEMENT	Provide project management services to four (4) scoping studies and three (3) construction projects.	
3	MUNICIPAL PROJECT MANAGEMENT	Continue to expand project types and services to projects throughout the Region.	

# FY27 WORK PLAN

JUNE 2026

Quarter				
On-Going				
	Q1	Q2	Q3	Q4

NO.	PROGRAM	TASK	STAFF	TIMELINE			
1	ADMIN	Provide organizational management of RRPC budget, programs, office, staff, and policies.	DN, MKS, KH, SLB				
2	ADMIN	Continue development of the RRPC Leadership Team.	DN, MKS, KH, SLB				
3	ADMIN	Prepare FY26 Financial and Final Report for VT ACCD.	DN, MKS				
4	ADMIN	Conduct financial audit for FY26 and provide board with Audit Summary.	DN, MKS, AMB				
5	ADMIN	Conduct annual staff performance reviews.	DN				
6	ADMIN	Promote staff enhancement by promoting internships, team meetings, professional development, and participation on committees and working groups.	ALL STAFF				
7	ADMIN	Continue to refine and update the RRPC website.	ALL STAFF				
9	ADMIN	Develop Communications Plan, Public Participation Plan, and expand outreach and educational materials.	ALL STAFF				
10	ADMIN	Conduct Strategic Planning Initiative.	ALL STAFF				
11	ADMIN	Provide support to the Board of Commissioners and Executive Finance, Community, Regional, and Brownfields Committees.	DN, MKS, SB, WA				
12	ADMIN	Expand Commissioner education, involvement, and on-boarding, including updates to the Commissioner's Handbook.	DN				

# FY27 WORK PLAN

JUNE 2026

NO.	PROGRAM	TASK	STAFF	TIMELINE			
1	REGIONAL PLANNING	Begin implementation of policies and actions of the 2026 Rutland Regional Plan.	ALL STAFF				
2	REGIONAL PLANNING	Prepare at least two (6) municipal training courses.	ALL STAFF				
3	REGIONAL PLANNING	Update Act 250 and Section 248 review criteria framework based on the 2026 Rutland Regional Plan.	DN				
4	REGIONAL PLANNING	Continue outreach and communication for Regional Plan, Regional Committee, and Regional Projects.	DN				
5	REGIONAL PLANNING	Continue Regional Planning Commission core duties under 24 VSA §4345a and §4345.	ALL STAFF				
6	REGIONAL PLANNING	Coordinate regional planning programs to achieve land use goals under 24 VSA §4302.	ALL STAFF				
7	REGIONAL PLANNING	Review Act 250 and Section 248 applications with Regional Committee.	DN				
8	REGIONAL PLANNING	Approve municipal plans and confirm local planning processes, in accordance with statute.	DN, SB, WA				
9	REGIONAL PLANNING	Develop a regional housing data dashboard to track new unit development.	DN, NS, SLB				
10	REGIONAL PLANNING	Provide support for the Water System Technical Assistance Program in partnership with VT Bond Bank	SLB, NS				
11	REGIONAL PLANNING	Hold quarterly Selectboard Meetups.	DN, SLB				
12	REGIONAL PLANNING	Continue to serve as Chair of the Vermont Association of Planning and Development Agencies (VAPDA).	DN				
13	REGIONAL PLANNING	Continue participation in local, regional, and state policies, programs, and working groups through VAPDA.	DN				
14	REGIONAL PLANNING	Continue to serve on National Association of Development Organizations (NADO) Board of Directors.	DN				
15	REGIONAL PLANNING	Continue VAPDA government relations committee and coordination with the Rutland County Delegation.	DN				

# FY27 WORK PLAN

JUNE 2026

NO.	PROGRAM	TASK	STAFF	TIMELINE			
16	REGIONAL PLANNING	Continue to work with CEDRR on preparing and advancing the Regional Project Priority List.	DN				
1	TOWN PLANNING	Continue to standardize the town planning program and develop tools to support plan development and technical assistance.	DN, SLB, SB, WA				
2	TOWN PLANNING	Provide technical assistance and support for town plans in: Rutland City, West Haven, Pittsford, Rutland Town, Shrewsbury, and Ira.	SB, WA, NS				
3	TOWN PLANNING	Support towns in developing Capital Improvement Plans.	DN, SLB, SB, WA, EP, NS				
4	TOWN PLANNING	Conduct enhanced consultations with municipal planning commissions in accordance with §4350.	DN, SB, WA				
6	TOWN PLANNING	Provide technical assistance to municipal planning commissions with bylaws, plans, MPGs, and studies.	ALL STAFF				
7	TOWN PLANNING	Help municipalities apply for state or federal funding and provide project management and administrative services.	ALL STAFF				
1	ECONOMIC DEVELOPMENT	Continue organizational support for West Central Vermont Economic Development District (WCVT EDD).	DN, FH, SLB				
2	ECONOMIC DEVELOPMENT	Work with other RPCs and RDCs on administrative support for the WCVT EDD Board.	DN, FH, SLB				
3	ECONOMIC DEVELOPMENT	Identify projects and apply for federal funding through the EDA, NBRC, USDA-RD, and other programs.	ALL STAFF				
4	ECONOMIC DEVELOPMENT	Continue to develop Brownfields Program with new sites, area wide master planning, and additional EPA funding.	DN				
5	ECONOMIC DEVELOPMENT	Complete Assessments of Lynda Lee, Pittsford Village Farm, Rutland Plywood, and Vermont Farmers Food Center.	DN, NS				
6	ECONOMIC DEVELOPMENT	Coordinate on regional economic development initiatives with CEDRR.	DN, FH, SLB, NS				
8	ECONOMIC DEVELOPMENT	Continue support for and development of the Rutland Regional Workforce Investment Board (RRWIB).	DN, FH				

# FY27 WORK PLAN

JUNE 2026

NO.	PROGRAM	TASK	STAFF	TIMELINE			
9	ECONOMIC DEVELOPMENT	Recruit new businesses, schools, and workforce development partners to the RRWIB.	DN, FH				
10	ECONOMIC DEVELOPMENT	Continue to develop the Workforce Development for Rural Communities (WORC) Bridge Program.	DN, FH, MO, DB				
11	ECONOMIC DEVELOPMENT	Expand partnerships with regional school, employers, and workforce development groups for WORC6.	DN, FH				
12	ECONOMIC DEVELOPMENT	Continue to support the revitalization of our downtown and village centers through planning and redevelopment.	ALL STAFF				
13	ECONOMIC DEVELOPMENT	Serve as the Local Development District (LDD) for projects funded through Northern Borders Regional Commission.	DN, MKS, SLB				
1	TRANSPORTATION	Complete transportation planning and data collection in the FY26/FY27 TPI work program with VTrans.	EP, NS, SB, SLB, WA, VP				
2	TRANSPORTATION	Complete Rutland City Safe Routes to School Plan, counter pilot, sidewalk dashboard, and other special projects.	EP, NS, SLB				
3	TRANSPORTATION	Coordinate the Transportation Advisory Committee (TAC).	EP				
4	TRANSPORTATION	Continue the development of the Regional Mobility Committee and support for MVRTD OA&D program.	EP, DN				
5	TRANSPORTATION	Continue support for MVRTD with board participation, bus stop planning, and other transit planning efforts.	EP, DN				
6	TRANSPORTATION	Provide technical support and project management for Rutland City Transit Oriented Development (TOD) Plan.	EP				
7	TRANSPORTATION	Continue data collection including sidewalk inventory, culvert inventory, and traffic and bicycle/pedestrian	EP, NS, SB, VP				
8	TRANSPORTATION	Provide technical assistance to road commissions and hold quarterly Road Foreman Meetings.	EP, NS, VP, SB				
9	TRANSPORTATION	Provide technical assistance for road safety, infrastructure, pop-up projects, placemaking, and road reclassification.	EP				
10	TRANSPORTATION	Complete Road Erosion Inventory Updates for up to 13 Towns in the Region.	ALL STAFF				

# FY27 WORK PLAN

JUNE 2026

NO.	PROGRAM	TASK	STAFF	TIMELINE			
11	TRANSPORTATION	Assist with updating the transportation section of Town Plans and developing capital or strategic plans.	EP				
12	TRANSPORTATION	Continue development of the D&H Rail Trail Council, including the trail master plan and missing link.	NS				
13	TRANSPORTATION	Help create equitable, sustainable, multimodal transportation networks that support land-use planning.	EP, DN				
14	TRANSPORTATION	Support the Rutland City TIF with support for downtown streetscape, accessibility, and multimodal improvements	EP, DN				
1	ENERGY & CLIMATE	Provide technical support to municipalities for the Municipal Energy Resilience Program (MERP).	MO, SB				
2	ENERGY & CLIMATE	Provide MERP grant administration support for Brandon, Poultney, Mt. Tabor, Pawlet, and West Haven.	MO, SB				
3	ENERGY & CLIMATE	Update enhanced energy plans in Chittenden, Killington, Middletown Springs, Pawlet, and Poultney.	SB, WA				
5	ENERGY & CLIMATE	Continue participation in the regional energy planner meetings and developing regional energy program.	MO, WA				
6	ENERGY & CLIMATE	Implement the Climate Pollution Reduction Grant (CPRG) including climate pilot projects in Pawlet and Wallingford.	MO, SB, WA				
1	NATURAL RESOURCES	Provide support for the South Lake Champlain Clean Water Service Provider and the Basin Water Quality Council.	DB, SLB, DN				
2	NATURAL RESOURCES	Work with partners to develop projects and administer funding for water quality improvement projects.	DB, WA, SLB				
3	NATURAL RESOURCES	Expand partnerships and projects within the Addison County portion of South Lake Champlain.	DB				
4	NATURAL RESOURCES	Continue partnership with Poultney Mettowee Natural Resources Conservation District to grow and expand CWSP.	DB, DN				
5	NATURAL RESOURCES	Promote watershed planning in the region that promotes flood and climate resilience through partnerships.	DN, DB, WA, MO, SLB				
6	NATURAL RESOURCES	Continue to support the Tactical Basin Planning Grant Program, including update of the 2/4 Basin Plan.	DB, WA				

# FY27 WORK PLAN

JUNE 2026

NO.	PROGRAM	TASK	STAFF	TIMELINE			
7	NATURAL RESOURCES	Incorporate water quality, stormwater, and flood resilience language in municipal plans and land use bylaws.	SB, WA, MO				
8	NATURAL RESOURCES	Continue to develop designs for erosion and stormwater protection at Sunset Lake Road.	DN, DB				
9	NATURAL RESOURCES	Continue water quality planning and grant administration for the 604b Water Quality Planning Grant.	MKS, KH, DB				
11	NATURAL RESOURCES	Assist municipalities with flood hazard areas, river corridor bylaws, and Emergency Relief Assistance Fund.	DB, WA, MO				
12	NATURAL RESOURCES	Continue work on the FEMA Flood Bylaws by reviewing and updating bylaws and providing education.	WA, DB, MO				
13	NATURAL RESOURCES	Expand staff with Certified Floodplain Manager credentials.	DB, WA, MO				
1	EMERGENCY MANAGEMENT	Continue to implement emergency management planning activities with VEM, if EMPG funding is made available.	MO				
2	EMERGENCY MANAGEMENT	Update LHMPs in Shrewsbury, Wallingford, Pittsford, Clarendon, Proctor, and Ira.	SLB, MO, KE, NS				
3	EMERGENCY MANAGEMENT	Continue to develop the Rutland Region Disaster Cooperative (RRDC) COAD with VDH.	MO				
4	EMERGENCY MANAGEMENT	Provide project identification, development, and management for the Hazard Mitigation Grant Program.	MO, SLB, DN				
5	EMERGENCY MANAGEMENT	Organize hot topic meetings and roundtables for local Emergency Management Directors (EMDs).	MO				
6	EMERGENCY MANAGEMENT	Provide administrative support for the Regional Emergency Management Committee (REMC).	MO				
7	EMERGENCY MANAGEMENT	Provide technical assistance to municipalities applying for emergency management-related grants.	MO				
8	EMERGENCY MANAGEMENT	Provide direct staff support to the State Emergency Operations Center, when requested.	ALL STAFF				
9	EMERGENCY MANAGEMENT	Collect local damage information from towns after significant storm events when Local Liaisons are activated.	ALL STAFF				

# FY27 WORK PLAN

JUNE 2026

NO.	PROGRAM	TASK	STAFF	TIMELINE			
10	EMERGENCY MANAGEMENT	Provide regional coordination for FEMA and state agencies and municipal support during disasters.	MO				
1	GIS MAPPING	Provide municipalities, state agencies and regional groups with mapping and data analysis in support of various projects, such as municipal plan and bylaw development, infrastructure, transportation, and all other program areas.	NS				
2	GIS MAPPING	Develop new data dashboards and ArcGIS online tools for planners and municipalities.	NS				
3	GIS MAPPING	Assist VCGI, DHCD, Current Use, SEOC, and other local, regional, and state partners.	NS				
4	GIS MAPPING	Provide mapping support for town plans, hazard mitigation plans, feasibility studies, scoping studies, and	NS				
5	GIS MAPPING	Develop new basemaps and standardized processes for town planning, transportation, emergency management,	NS				
1	MUNICIPAL PROJECT MANAGEMENT	Continue to provide project management services to VTrans, FEMA, and other state/federal funded projects.	SLB				
2	MUNICIPAL PROJECT MANAGEMENT	Provide project management services to one (1) scoping studies and three (3) construction projects.	SLB				
3	MUNICIPAL PROJECT MANAGEMENT	Continue to expand project types and services to projects throughout the Region.	ALL STAFF				