

1 **BOARD OF COMMISSIONERS MEETING**  
2 **NORTHWEST REGIONAL PLANNING COMMISSION**  
3 March 30, 2011 Meeting Minutes (Unapproved)  
4

5 The meeting of the Board of Commissioners was held at the Franklin Grand Isle WIB Training  
6 Center in Swanton, VT.  
7

8 Commissioners: See attached. A quorum was present to conduct business.  
9 Staff: C. Dimitruk, K. Brewer-Colie  
10

11 **Welcome, Introductions, opening Remarks:**

12 Michael Guernsey, Chair, welcomed new Board members Tom Racine and Clark Hubbard. L.  
13 Scangas, from the Personnel Committee, welcomed new staff regional planner, Katelin Brewer-  
14 Colie. Katelin introduced herself to the Board.  
15

16 **Opportunity for Public Comment**

17 No public comment.  
18

19 **Minutes of the February 2011 Meeting (enclosed)**

20 *Motion was made by R. Roberge and seconded by T. Tatro. Minutes for the February 2011*  
21 *meeting were approved.*  
22

23 **Commission Reports**

24 Finance/Operations (Budget Report Enclosed)

25 D. DeBevec referred to the budget report in the Board packet and briefly outlined some of the  
26 changes. He called for any questions. There were none.  
27  
28

29 Personnel

30 L. Scangas reported that the committee has hired two new staff planners: Katelin Brewer-Colie  
31 and Allison Stori-Hopkins. Ms. Stori-Hopkins is relocating from southern Georgia but is a native  
32 Vermonter. She will start work on June 1, 2011. Catherine Dimitruk thanked the Personnel  
33 Committee for their work in the hiring process.  
34

35 Executive Committee

36 M. Guernsey reported that the Continuity of Operations plan for the RPC was updated. The  
37 committee will need to review Bylaws soon to update the conflict of interest clause. The  
38 Executive Committee also discussed a proposal by D. DeBevec to amend the Bylaws to allow a  
39 high school junior from each county to sit on the Board for a year as a voting member. M.  
40 Guernsey asked for comments:  
41

- 42 • This would be a good way to get younger people interest in this service.
- 43 • Can someone who is not old enough to vote have a vote on this board? What impact would  
44 that vote have?
- 45 • The student members would need to have a vote to make it real and to stay involved in the  
46 process.

- 1 • What is the correct number of students to represent the diversity of the region?
- 2 • Supervisory Districts might be way to think about representation. Eagle Scouts could also be
- 3 a potential source.
- 4 • A junior in high school will want to use it in their college applications.
- 5 • The Town of Franklin includes high school juniors aged 16 in the Fire Department.
- 6 • The Board also will need to consider kids who won't go to college who might take an interest
- 7 in the towns.
- 8 • Being involved with the town plan and bylaws is an incredible way to learn about planning
- 9 for specific towns in the region.
- 10 • Someone on the Board has to provide training or be a resource to answer questions. The
- 11 person could be a link to the schools.
- 12 • Perhaps student representatives should be part of the Board committees because a large
- 13 group may be overwhelming.

14  
15 M. Guernsey wrapped the discussion up by restating the original question: Should we amend the  
16 Bylaws to appoint some student representation from each county? The Executive Committee will  
17 take a closer look and come back to the Commission with a proposal. D. DeBevec and Andrea A.  
18 Baderstadt volunteered to be on a committee to work on ideas.

19  
20 There were no additional questions for the Executive Committee.

#### 21 22 Policy/Project Review

23 The Committee did not meet because there was no business this month.

#### 24 25 Transportation Advisory Committee (TAC)

26 D. Borthwick-Leslie referred to Item 8 on the Agenda. There were no other agenda items at the  
27 TAC meeting.

#### 28 29 Energy Committee

30 B. Buermann reported that the Energy Committee recently held a meeting after two previous  
31 weather cancellations. 20 towns have completed energy audits. The Committee is working on  
32 determining how towns can follow up on their audits. The Committee will try to get a feel for  
33 what municipalities want to do for projects and how much money they will need. One of the  
34 Committee's goals is to get involved with local foods promotion. The committee has decided to  
35 start meeting every two months from now on.

#### 36 37 VT Association of Planning and Development Agencies (VAPDA)

38  
39 S. Jensen asked C. Dimitruk to report on VAPDA happenings as she was not present at the last  
40 meeting. C. Dimitruk reported that VAPDA hosted Matt Chase from the National Association of  
41 Development Organizations (NADO) to give a report on the recent survey and interviews with  
42 state officials NADO performed for RPCs. She reported some key findings:

- 43
- 44 • The 2010 State proposal to "merge and consolidate" the RPCs was not widely supported.
- 45 • Consistency of quality among the Vermont RPCs is an issue.
- 46 • People want RPCs to do more with transportation and public safety.

1  
2 The full report will be available in mid-May. Matt Chase will be returning to Vermont to follow  
3 up on the report.

4  
5 Vermont Economic Progress Council (VEPC)

6 No report.

7  
8 Downtown Development Board

9 C. Steen reported that there was no DDB activity this month. Bakersfield is working to submit a  
10 Village Designation request to the Downtown Development Board.

11  
12 Office

13 C. Dimitruk reiterated that there are two new staff planners and in June the office will be fully  
14 staffed. K. Brewer-Colie gave a short background on her planning experience.

15  
16 C. Dimitruk gave a report on Water Quality issues noting first that Clean and Clear has changed  
17 to Ecosystem Restoration Program, or “ERP.” She noted that the State is closing the Clean and  
18 Clear office in St. Albans. C. Dimitruk stated her concern about the continuity of our water  
19 quality and stormwater programs with the departure of Deb Perry and Julie Moore (ANR) and  
20 with Clean and Clear’s closing. NRPC will work hard to ensure that State resources continue to  
21 be spent in our region, which has the most demonstrated need.

22  
23 In addition, Lake Champlain’s TMDL has been rejected by the EPA. EPA has hired a consultant  
24 to redo the State’s TMDL. C. Dimitruk stated that she will work to ensure local and regional  
25 concerns are addressed and that public policy implications are considered along with the science.

26  
27 **Nominating Committee Appointments**

28 M. Guernsey asked for volunteers for the Nominating Committee. The following Board members  
29 volunteered:

- 30 • Chris Leach, Swanton Village  
31 • Richard Roberge, Enosburg Falls  
32 • David Borthwick Leslie, Grand Isle  
33 • Sylvia Jensen, Isle La Motte  
34 • Bruce Douglas, Fletcher

35  
36 The Committee should meet in April or May and will meet briefly after tonight’s meeting to  
37 discuss which month is better.

38  
39 **ACCD Contract: Performance Measures**

40 C. Dimitruk introduced the ACCD performance-based contract and performance measures.  
41 NRPC submitted targets for each performance measure and we were conservative in setting  
42 targets that we could meet. She called attention to the expand confirmation process which will  
43 make it more robust and help improve community connections. Economic Development  
44 Element is a new area to be included in regional plans and will need to be done by June 2012.

45  
46 Board members discussed the performance measures:

- 1  
2 • RPCs will be measured on communities adopting Design Review Boards (DRBs); we cannot  
3 control the fact whether or not the town adopts a DRB.  
4 • Can a “lessons learned” measure be added to the performance measures?  
5 • The measures are “accountability without authority.”  
6 • They will cost us money to do things we already do.  
7 • “What is the hook?” Some towns already resent regional planning  
8 • Regional planning has brought a lot of opportunity to Swanton Village in grants, projects,  
9 technical assistance. Why doesn’t the contract recognize or incentivize them?  
10 • RPC role is not to coerce towns to plan as a region. In some respects it’s a soft sell. And the  
11 ability to sell consulting services is important.  
12

13 C. Dimitruk noted that these comments will be helpful during the next contract negotiations.  
14

### 15 **FY 11 Budget Adjustment**

16 D. DeBevec noted that there were some amendments to the budget. He called for questions and  
17 there were none.  
18

19 *K. Waite made the motion to adopt the Budget. A. Baderstadt seconded the motion. The motion*  
20 *carried*  
21

### 22 **Transportation Priorities**

23 D. Borthwick-Leslie referred to the Transportation Priorities spreadsheet and asked for  
24 questions. L. Scangas asked how the priorities get set. C. Dimitruk answered that VTrans creates  
25 a list of projects, and then our TAC ranks the projects. VTrans considers our ranking as part of  
26 their prioritization system, then creates a statewide transportation priorities ranking.  
27

28 N. Hunt made a comment about wanting the RPCs to work together more on transportation  
29 issues, e.g., Route 108 once you cross to Lamoille needs maintenance. Other problem areas  
30 identified include Route 105 east of Richford, Route 78 in East Highgate, and Route 104a over  
31 Deer Brook in Georgia.  
32

33 *A. Baderstadt made a motion to pass the TAC Recommendation. P. Lerner seconded and the*  
34 *motion carried.*  
35

36 A. Baderstadt wondered whether the Rouse’s Point Bridge is a priority for New York.  
37 Another Board member answered that New York owns Crown Point Bridge and Vermont owns  
38 Rouse’s Point Bridge and each maintains their own.  
39

### 40 **Other Business**

41 D. Borthwick-Leslie handed out some educational information

42 C. Leach asked for a status update for WalMart. No one had any new information.  
43

### 44 **Adjourn**

45 *D. DeBevec made a motion to adjourn. E. Gelinas seconded and the motion to adjourn carried.*