

1 marvel to see the long pieces of continuous steel bending around curves of the track. D. Leslie
2 was told by VTrans officials that there is hope to reinstate the AMTRK connection to Montreal.
3

4 Energy Committee: B. Buermann noted that the Energy Committee has not met, but staff has
5 been busy. He reported that 22 audits of municipal buildings in 12 municipalities have been
6 completed, and that there are some remaining funds available for additional audits. He explained
7 that Efficiency Vermont has an incentive program to improve the efficiency of small municipal
8 buildings. To qualify the building must be under 10,000 square feet and wood-framed and must
9 have an energy audit completed by one of their pre-approved auditors of which NRPC is
10 working with 2. Efficiency Vermont also announced new incentives for switching outdoor
11 lighting to high-efficiency LEDs. The NRPC can help towns to map their existing streetlights
12 and assess the potential savings of switching to LEDs. Towns can also access 12 hours of free
13 engineering assistance through Efficiency Vermont to help with planning streetlights. Interested
14 communities should contact Deb for more information. The next Committee meeting is
15 December 7, 2010.
16

17 VT Association of Planning and Development Agencies: C. Dimitruk reported that VAPDA met
18 last month with our government affairs consultant. They talked about the election and their
19 strategies for addressing outreach to lawmakers on all issues from the budget to policy.
20 Discussions will continue.
21

22 Vermont Economic Progress Council (VEPC): There have been no applications from Franklin
23 or Grand Isle. M. Savoy also reported that the Franklin County Industrial Development and the
24 WIB are meeting with the local delegation on December 1, 2010 and all should attend. It is
25 located at the Technical Center and there will be a tour of industrial park businesses at 9:00AM.
26

27 Downtown Development Board: No activity.
28

29 Office: G. Brunswick reported that she is working on several municipal planning and zoning
30 projects, including finalizing new Fairfax Development Regulations, a new St. Albans City
31 Municipal Plan, and an update to the North Hero Zoning and Subdivision Regulations. She is
32 working on RLF program start-up activities, including an implementation plan, which she will
33 report on later in the agenda. Other noteworthy activity includes the City's progress on the
34 Fonda site; demolition is scheduled for the spring. They are finalizing a commercial/industrial
35 redevelopment plan.
36

37 C. Dimitruk reported that she is sending out a letter to area legislators on projects that NRPC has
38 completed, should any Commissioners get calls from recipients. She noted that reports are being
39 completed for inclusion in annual Town Reports, which are also a useful source of talking points.
40 They will be sent to all Commissioners. Commissioners can follow up at the local level to make
41 sure towns receive them.
42

43 C. Dimitruk updated the Commission on a project evaluating all Regional Planning
44 Commissions statewide. The Executive Committee reviewed an outline of the process. It
45 includes review of administrative management, project management, peer review, and feedback
46 from municipalities. C. Dimitruk believes it will be a beneficial and useful project.
47

1 C. Dimitruk reported that Regional Planning Commissions statewide applied for grant to do
2 broadband outreach with the goal of increasing broadband take rates and to make it more
3 marketable. She will update the Commission more as the project develops.

4
5 C. Dimitruk reported that the December TAC meeting will be opportunity for the Transportation
6 Board to hear from community members about local transportation needs.

7
8 Finally, C. Dimitruk informed the Commission that there will be no December Board meeting.

9
10 C. Leach asked about the local regulation of building height and whether there are any state laws
11 that address how municipalities can regulate height. C. Dimitruk explained that municipalities
12 can regulate height in zoning, but there are no statutory height maximums or minimums. She
13 noted that fire truck ladder heights are a common drawback in allowing for taller buildings.

14 15 **Sheldon Town Plan Approval**

16
17 M. Savoy reported that NRPC received a request for regional approval of the Sheldon Town
18 Plan. The Plan Approval Committee held a public hearing earlier tonight to consider whether
19 this plan should receive regional approval. After deliberation, the Plan Approval Committee
20 hereby recommends to the Board of Regional Commissioners that the Sheldon Town Plan, as
21 submitted and reviewed, receive regional approval and confirmation, in accordance with state
22 statute.

23
24 *C. Charon motioned to approve the 2010 Sheldon Town Plan. L. Touchette seconded. Motion*
25 *passed.*

26
27 *L. Touchette motioned to confirm the Town of Sheldon's Planning Process. J. Baitz seconded.*
28 *Motion passed.*

29 30 **Brownfields Cleanup RLF Implementation Plan**

31
32 G. Brunswick updated the Committee on the progress of setting up the Brownfields Cleanup
33 Revolving Loan Fund. She reported that it is a \$1,000,000 dollar award with \$530,000 dedicated
34 to loans, \$400,000 dedicated to grants, and the remaining dollars for programmatic expenses.
35 The award will bring the current program to the next level, completing the spectrum of
36 Brownfields funding from assessment to cleanup.

37
38 G. Brunswick explained the loan disbursement process, which will either be based on a time
39 schedule or by achievement of identified tasks, depending on the project. As disbursement
40 requests are received, they will be reviewed by staff and if approved staff will draw down funds
41 from the EPA. EPA will deposit the requested amount into the RLF at Union Bank and Union
42 Bank will cut a check to the loan recipient.

43
44 G. Brunswick reviewed the roles involved in the program, starting at the Committee level. She
45 reported that staff and the Steering Committee are leaning towards a sub-committee of the
46 Brownfields Steering Committee to review loan and grant applications. G. Brunswick reported

1 that she will serve as Fund Manager with assistance from Amy and oversight from Catherine. As
2 such she will maintain project files, determine eligibility, coordinate Committee review, work
3 with legal council on drafting loan agreements, and Amy will prepare financial statements. G.
4 Brunswick reported that Union Bank, with Mike Curtis as lead staff, will serve as a Loan Service
5 Agent and as such will maintain duplicate project files, complete credit analysis, advise the
6 Committee on loan structuring, service the loans, and complete monthly financial statements. G.
7 Brunswick explained the final role of Site Manger which will be filled by the Vermont
8 Department of Environmental Conservation's Project Manager for the Northwest Region. The
9 Site Manager will assist with application screening, approve cleanup plans, and ensure
10 compliance with Brownfield laws.

11
12 G. Brunswick discussed eligibility to the program, which involves 2 steps beginning with
13 program eligibility similar to the assessment program. The second round of eligibility takes into
14 account financial risk in addition to viable business and development plans.

15
16 P. Larner asked what we will be requiring for loan security. G. Brunswick replied that our loan
17 service agent will be recommending appropriate security. C. Dimitruk added that we will
18 conduct prudent due diligence and require adequate security. She added that the Commission
19 will have the ability to continuously adjust the terms of loan, which lowers the risk of default.

20
21 **NRPC Appointments**

22
23 GMTA/CCTA Board: G. Guernsey opened the floor for nominations to the GMTA/CCTA
24 Board. He noted that C. Dimitruk would like to continue serving and that D. Lane also
25 expressed interest in representing Grand Isle County.

26
27 *B. Buermann nominated C. Dimitruk and D. Lane to serve as NRPC representatives on the*
28 *GMTA/CCTA Board. L. Touchette seconded. Motion carried.*

29
30 C. Dimitruk explained that the Board is listed as GMTA and CCTA because the legislature
31 passed a bill merging them. CCTA is a municipal corporation, so it needed its charter amended
32 in order to merge. They continue to operate rural and urban transportation individually with
33 GMTA conducting rural and CCTA urban. In order for municipalities to participate on the
34 Board they need to vote gain a seat and pay the assessment. NRPC commented on this and now
35 RPCs have a seat in place of those municipalities that don't vote to do so.

36
37 M. Guernsey opened nominations to fill the VAPDA seat.

38 *P. Howrigan nominated S. Jensen. C. Charon seconded.*

39 *L. Touchette nominated A. Beaderstadt. J. Baitz seconded.*

40 *J. Lambert motioned to close nominations.*

41
42 *L. Touchette motioned to vote by ballot for the VAPDA seat. R. Duso seconded. Motion carried.*

43
44 C. Dimitruk described VAPDA in response to a question from J. Gray. M. Guernsey gave the
45 nominees an opportunity to address the Commission.

46

1 A. Baderstadt has been a member of the Commission for 14-15 years. She served on the
2 Policy/Project Review Committee, the Town Plan Approval Committee, and the Energy
3 Committee. She currently works at GMTA on furthering access to public transportation in rural
4 areas. By serving on the VAPDA Board she can be a voice for NRPC. She has worked for
5 various agencies in almost every town in both counties and she believes she could fill B. Kittell's
6 shoes.

7
8 S. Jensen has only been on the Commission for 3 years. She has been a Selectboard member in
9 Isle La Motte for many years but recently resigned. She is a land use planner for Agency of
10 Agriculture. She is a staff member for the VT Agricultural Development Board, which was
11 formed to support agricultural economic development. She also works on land conservation
12 issues, including facilitating sale of development rights. She feels she has a good hand on land
13 use issues at the local, regional, and statewide level.

14
15 *Secretary Paul Lerner announced that as a result of the ballot vote – Sylvia Jensen will be the*
16 *NRPC VAPDA representative.*

17
18 **Other Business**

19
20 C. Dimitruk reported that the Commission now has a certified planner on staff. D. Perry recently
21 passed the AICP Exam.

22
23 *A. Baderstadt motioned to commend D. Perry in attaining certified planner status. L. Touchette*
24 *seconded. Motion passed.*

25
26 **Adjourn**

27
28 *R. Duso motioned to adjourn. L. Touchette seconded. Adjourned at 8:03PM.*