

1 **NRPC Board of Commissioners Meeting**  
2 **March 29, 2023**  
3 **7:00 PM**  
4 **Virtual Meeting**  
5

6 **Attendance**

7 Commissioners: See attached. A quorum was present to conduct business.  
8 Staff: Dea Devlin, Dean Pierce, Barry Lampke, and Catherine Dimitruk.  
9 Public: Elizabeth Nance

10  
11 Chair B. Irwin welcomed attendees and called the meeting to order at 7:00 PM.  
12

13 **Adjustments to the Agenda**

14 C. Sawyer asked if time was available for an update on legislative topics. C. Dimitruk noted she would be  
15 addressing the subject as part of her report. There were no changes to the agenda.  
16

17 **Welcome, Introductions, Opening remarks**

18 Chair B. Irwin welcomed those attending. Participants introduced themselves.  
19

20 **Opportunity for Public Comment**

21 E. Nance noted that she had provided comments on the meeting minutes to C. Dimitruk. C. Dimitruk  
22 confirmed receipt and indicated she is able to incorporate them.  
23

24 **Minutes of the February 2023 Meeting**

25 *Yvon Dandurand moved to approve the February minutes as modified by the changes suggested by E.*  
26 *Nance. A. Voegele seconded. The motion carried with two abstentions.*  
27

28 **Commission Reports**  
29

30 **Finance/Operations**– K. Waite reported there was no meeting. Financial report in the packet was  
31 prepared by staff. Certain budget adjustments will be incorporated in the report prepared for the next  
32 meeting. H. Garrett inquired about the availability of funds for the purchase of a second “Owl”  
33 meeting device. C. Dimitruk indicated funds are available and she will pursue. Support was expressed  
34 for the use of such devices.  
35

36 **Personnel** – L. Ruple reported that NRPC is hiring for a project manager position. Candidate interviews  
37 with the Committee are anticipated in about 10 days.  
38

39 **Executive Committee** –B. Irwin briefly addressed the Committee’s discussion of the draft Code of  
40 Conduct and the agenda for the Board meeting.  
41

42 **Project Review** – B. Buermann reported the committee had met and discussed a single application.  
43 The committee found the project (five lot subdivision) to be in conformance with the Regional Plan  
44 and not to have a substantial regional impact. No further actions are required.  
45

46 **Transportation Advisory Committee (TAC)** – H. Garrett reported on the TAC’s review of the regional  
47 plan draft. Comments made by residents of the Champlain Islands were incorporated into the draft as  
48 a result. The TAC also reviewed and discussed the VTrans project prioritization process.  
49

50 **Energy and Climate Committee-** A. Voegele reported the Committee is continuing its review of the  
51 draft energy plan.  
52

53 **Brownfields Committee** – B. Irwin referred to the meeting packet and mentioned work involving the  
54 Riviere hotel property and Young landfill. The committee is active and will be looking for new chair. C.  
55 Dimitruk mentioned that staff member Greta Brunswick is preparing a Brownfields related grant  
56 application. The application seeks funds to recapitalize the loan fund in the amount of \$1 million.  
57

58 **Regional Plan and Policy Committee-** B. Irwin noted that the Plan is ready for reading. More discussion  
59 will occur later in this meeting.  
60

61 **Municipal Plan Review** – Currently, no municipal plans require regional review.  
62

63 **Vermont Economic Progress Council (VEPC)** – A. Voegele noted VEPC is meeting tomorrow 3/30/23.  
64 An application from Montgomery is on the agenda. A. Voegele will attend the meeting via Zoom.  
65

66 **Green Mountain Transit-** B. Buermann reported that the last meeting was well attended. He noted  
67 that new fare boxes are being purchased for buses operating in the Burlington area. C. Dimitruk driver  
68 and mechanic recruitment efforts are active.  
69

70 **Healthy Roots Advisory Committee-** L. Douglas made reference to the report in the packet and  
71 expressed support for great work being done. B. Irwin also mentioned the reports contained in the  
72 packet and accomplishments of staff.  
73

74 **Northwest Vermont Regional Foundation-** K. Waite indicated he had nothing to report.  
75

76 **Staff-** D. Pierce reported on the progress of the two Basin Water Quality Councils staffed by NRPC.  
77 Each council has met recently and, for the first time, prioritized and approved funding for projects. D  
78 Devlin reported on the recent rain garden workshop and tour she helped organize. B. Lampke reported  
79 on two housing-related meetings with municipal officials he is organizing on April 13 and 20. B. Irwin  
80 noted that information about the meetings can be found in the packet.  
81

82 C. Dimitruk then reported on legislative topics, funding for under-resourced communities, assistance  
83 to the Franklin County Field Days Board as it searches for a new site, and upcoming training  
84 opportunities. She also mentioned the upcoming 50<sup>th</sup> anniversary of the NRPC. With respect to  
85 legislation, C. Dimitruk mentioned S. 100, a major housing proposal, and several other bills. She also  
86 noted the value of reading the legislative updates prepared by the Vermont League of Cities and  
87 Towns. Regarding under-resourced communities, she mentioned NRPC efforts to help eligible  
88 communities in the region to access funding. Regarding training, she mentioned an upcoming session  
89 on Open Meeting law requirements. More news will be forthcoming regarding the NRPC’s anniversary.  
90

## 91 **Regional Plan Overview**

92 C. Dimitruk presented a slide deck on the draft Regional Plan, including: work to date; required  
93 elements; what is new; overall approach to preparing the document; plan format; and next steps. The

94 next steps include: initial board comments/authorization of hearing process (April); first hearing (May);  
95 committee review and edits (June); second hearing and possibly adoption (July). B. Irwin noted the  
96 inspirational impact the Regional Plan can have and the power it has to help improve life for our  
97 neighbors. Encouraged board members to read the draft and provide comments. P. Zamore added that  
98 the Plan is a good indicator of the health of the region and provides a link between state policies and  
99 local policies. B. Buermann and C. Dimitruk drew attention to the fact that approval of the Plan will  
100 require a super majority votes cast by municipal representatives. There was a brief discussion of the  
101 need to encourage attendance at the meeting where a vote on the plan is taken. Finally, thanks were  
102 expressed to the Regional Plan committee.

103

#### 104 **Code of Conduct**

105 B. Irwin referenced the draft text included in the meeting packet and recognized C. Dimitruk to present  
106 it. C. Dimitruk indicated that changes made to the Code of Conduct document reflect comments made at  
107 and following the January meeting of the Board. She added that the text has been reviewed by NRPC's  
108 attorney. B. Irwin then solicited input on the proposal from the meeting and noted that the feedback  
109 would determine whether action could be taken this evening. A. Voegele offered a grammatical  
110 suggestion, which was endorsed. C. Sawyer noted he has tweaks to suggest, but they depend on if the  
111 code applies to activities outside a commissioner's official role.

112

113 C. Dimitruk offered that the first part of the code is general and applies generally to members, while the  
114 second part of the code is specific and applies to the members when serving as commissioners or as a  
115 representative of the Commission. C. Sawyer's suggested language was discussed and was later emailed  
116 to C. Dimitruk. Other comments were offered regarding whether the code should have a narrow focus or  
117 broader applicability. B. Morris asked if the Executive Committee should have another month to consider  
118 the text. He and others expressed support for the idea. B. Irwin concurred and asked members to review  
119 the latest draft further and provide any comments to the Executive Committee for its consideration. No  
120 vote would be required to do so.

121

#### 122 **Nominating Committee**

123 The Chair seeks volunteers to serve on the Nominating Committee, which will prepare a slate for  
124 consideration at the meeting when elections occur. The committee has five members. B. Irwin briefly  
125 described the range of open positions and referred to the position descriptions included in the meeting  
126 packet. C. Dimitruk noted that among the committee positions there are two vacancies. H. Garrett  
127 indicated his willingness to serve on the Nominating Committee. Later, Yvon Dandurand also indicated  
128 his willingness to serve. C. Dimitruk will work with B. Irwin to identify three more members to round out  
129 the committee.

130

131 In the course of the discussion H. Garrett asked if the Building Committee should be revived, and K.  
132 Waite joined him. C. Dimitruk noted that the discussion of the Nominating Committee concerns  
133 committees mentioned in bylaws. However, there can be other committees created to further the work  
134 of the RPC, such as a Building Committee. Finally, C. Sawyer asked that reminders of vacancies on the  
135 TAC be shared with members, who may be able to assist with filling them.

136

#### 137 **Commissioner Announcements**

138 B. Irwin recounted the upcoming training opportunities and information available via the VLCT legislative  
139 updates. B. Morris asked if publicity for the open meeting law training session included new members of  
140 Selectboards. Y. Dandurand made three announcements. First, he posed a question about impacts of  
141 construction activities at the Franklin County Airport. Second, he noted that another accident had

142 occurred at the intersection of VT 120 and Middle Road in Franklin and wants the TAC to be aware. Third,  
143 he would like the NRPC to consider sending a letter to the Governor regarding the annual changes  
144 between daylight saving time and standard time (a spirited discussion followed). H. Demars also made  
145 three announcements. He expressed thanks to staff member Greta Brunswick for here help obtaining a  
146 municipal planning grant for Grand Isle. Next, he commended B. Buermann for his service as Chair of the  
147 project review Committee. Last, he commended B. Irwin for his service as Commission Chair.

148

149 **Adjournment**

150 A. Voegele moved that the meeting adjourn. C. Sawyer seconded. Upon voting, the meeting adjourned  
151 at 8:42 PM.