

1 **NRPC Board of Commissioners Meeting**
2 **June 28, 2023**
3 **Virtual Meeting**
4

5 The meeting of the Board of Commissioners was held using the Zoom platform.
6

7 **Attendance**

8 Commissioners: See attached. A quorum was present to conduct business.
9 Staff: C. Dimitruk, K. Grenier, S. Coleman, D. Pierce, B. Lampke, M. Melican, D. Devlin
10

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

13 **Adjustments to the Agenda**
14

15 **Welcome, introductions, opening remarks**

16 B. Irwin welcomed those attending. Participants briefly introduced themselves.
17 B. Irwin welcomed new Commissioners, J. Pelkey: Highgate; M. Curtis: No. Hero.
18

19 **Opportunity for Public Comment**

20 No members of the public offered comments.
21

22 **Minutes of the April Meeting**

23 *K. Waite moved to approve the May minutes with corrections on lines 113, and 129. H. Garrett*
24 *requested that H. Garrett's attendance be corrected.*
25 *K. Waite offered an amended motion including H. Garrett's request. A. Alling seconded. Motion*
26 *carried with one abstention.*
27

28 **Commission Reports:**
29

30 **Finance/Operations**– K. Waite stated that the committee did not meet. The NEFCU mortgage
31 was paid off earlier as voted by the board at the May 2023 Commissioner's meeting.
32

33 **Personnel** – L. Ruple stated that the committee met in June. Annual staff salaries were
34 discussed and recommendations were presented to the Executive Committee.
35

36 **Executive Committee** – B. Irwin stated that in his absence L. Douglas facilitated the June
37 meeting. The committee approved the Personnel committee's salary recommendations.
38

39 **Project Review** – B. Buermann noted two projects in current review: Solar project in Berkshire
40 and Eagles Landing Rest Stop in Isle la Motte. B. Buermann noted that it may be helpful if a
41 standard set of procedures are created to guide the NRPC Project Review Committee when
42 reviewing projects for municipalities who do not have current applicable zoning criteria.
43

44 **Transportation Advisory Committee (TAC)** – H. Garrett noted that the TAC met in June. Annual
45 elections were held. The TAC discussed current transportation related topics and recognized a
46 concern for a lack of municipal participation.

47

48 **Energy Committee** – B. Morris noted that the committee did not meet in June. Next meeting is
49 in August.

50

51 **Brownfields Committee** – C. Sawyer reported that the committee met in June. Discussion
52 revolved around upcoming and potential Brownfields projects.

53

54 **Regional Plan and Policy Committee** – P. Zamore stated that the committee expects the final
55 public hearing for the updated Regional Plan to occur on July 17, 2023, with subsequent
56 recommendation for adoption at the July NRPC Board of Commissioners Meeting.

57

58 **Vermont Economic Progress Council (VEPC)** – B. Irwin reported that there were no project
59 applications in the region.

60

61 **Green Mountain Transit (GMT)** – B. Buermann reported that at the GMT Commissioners
62 meeting in June discussion was had regarding future needs for a line of credit in times of
63 budgetary uncertainty.

64

65 **Healthy Roots Advisory Committee** – C. Dimitruk stated that seasonal gleaning had begun and
66 that the new refrigerated trailer had been received. Still awaiting delivery of the new hybrid
67 truck.

68

69 **Northwest Vermont Regional Foundation** – K. Waite reported that a July meeting is expected.

70

71 B. Irwin asked for any additional NRPC staff reports:

72

73 S. Coleman reported that the Northwest Vermont Medical Reserve Corps. have been focusing
74 on capacity building for new challenges within the region. Some examples include tick
75 awareness and keeping the community cool during extended, extreme temperatures, through
76 the activation of cooling shelters.

77

78 B. Irwin asked for clarification on two points within the Transportation staff report. K. Grenier
79 provided clarification of traffic count installations and potential US 7 “road diet” at the north
80 end of St. Albans Town.

81

82 C. Dimitruk noted that G. Brunswick would be reaching out to regional municipalities regarding
83 updates to Vermont zoning regulations under the HOME Act.

84

85 **ELECTION OF OFFICERS AND REPRESENTATIVES FOR FY 24**

86 Y. Dandurand indicated that the Nominating Committee nominates the following slate of
87 officers:

88
89 **Chair:** Bill Irwin
90 **Vice-Chair:** Andy Alling
91 **Secretary:** Sarah Hadd
92 **Treasurer:** Kirk Waite
93 **Chair-Personnel:** Lori Ruple
94 **Chair- Project Review:** Bob Buermann
95 **Chair- Regional Plan and Policy Committee:** Peter Zamore
96 **At-large member on Executive Committee:** Barclay Morris
97 **Youth Member to the Board of Commissioners:** Franklin County- R. Thatcher- to be vacant as
98 of July 2023, Grand Isle County- vacant

99
100 *Y. Dandurand requested additional nominations from the floor. None were made.*
101 *The nominations carried and the slate was elected.*

102
103 Y. Dandurand indicated that the Nominating Committee nominates the following board
104 representatives:

105
106 **Vermont Economic Progress Council:** Brian Dubie, Doug Grant (Alternate)
107 **Green Mountain Transit:** Catherine Dimitruk (Franklin County), Bob Buermann (Grand Isle),
108 Elisabeth Nance (Franklin County Alternate), Kyle Grenier (Grand Isle County Alternate)
109 **NRPC Brownfields Committee:** Megan Sherlund
110 **Healthy Roots Collaborative:** Marietta Scholten

111
112 *Y. Dandurand requested any additional floor nominations for the Vermont Economic Progress*
113 *Council, Green Mountain Transit, NRPC Brownfields Committee, and Healthy Roots*
114 *Collaborative. None were made. The nominations carried and representatives were elected.*

115
116 Y. Dandurand requested a moment to offer sentiments of compliment to the current board
117 members for their commitment to NRPC and the important roles they play within our
118 communities, especially during times of concern for lack of volunteer participation in general.

119 **FY 24 OVERALL WORK PROGRAM AND BUDGET**

120
121 C. Dimitruk gave a brief overview of the proposed Work Program and Budget. She explained
122 that the budget reflects a decrease in overall revenue for the coming fiscal year. The decrease is
123 largely because NRPC is no longer the statewide manager of the Grants in Aid program, which
124 has transitioned fully to the Vermont Agency of Transportation. While some grant programs
125 have ended, overall revenues that support regional projects and programs have remained
126 steady or increased. Expenses were adjusted to account for increased staff, additional in-
127 person work, software, equipment and consulting needs.

128 B. Morris indicated concerns for the building reserve and noted that a larger cushion would be
129 helpful when navigating longer-term needs of the physical space.

130

131 H. Garrett shared concern for the winter conditions of the handicap ramp.

132

133 C. Sawyer asked about the possibility of a strategic update, specifically asking about the long-
134 term opportunities, need, and vision for the 75 Fairfield Street facility.

135

136 *B. Morris moved to approve the FY 24 work program and as presented. H. Garrett seconded. The*
137 *motion carried.*

138

139 C. Dimitruk offered thanks to NRPC staff members: A. Adams, B. Remmers, and the Finance
140 Committee for their work to bring the FY 24 budget and work program to the board.

141

142 **FY 23 Committee Assignments**

143 B. Irwin noted that assignments are made in July. Commissioners are asked to email Catherine
144 if they are interested in serving on a committee.

145

146 B. Morris noted the addition of the new Ad Hoc Code of Conduct Committee. B. Morris also
147 mentioned that making a seat available for an NRPC staff member could be helpful.

148

149 **Commissioner Announcements:**

150

151 B. Morris noted that the July 2023 Board of Commissioners meeting would require 60 percent
152 of active commissioners to attend and vote in order to adopt the presented Regional Plan
153 update.

154

155 **Adjourn**

156 *Y. Dandurand moved to adjourn. C. Sawyer seconded. Motion carried and the meeting*
157 *adjourned at 8:09 p.m.*