



**Northwest
Regional Planning
Commission**

BOARD OF COMMISSIONERS

**May 28, 2025
6:30 p.m.**

**St. Albans Town Office
398 Georgia Shore Road
St. Albans, VT**

Virtual link on page 2

- 1. Adjustments to the Agenda**
- 2. Welcome, introductions, opening remarks** –Peter Zamore, *Chair*
- 3. Opportunity for Public Comment**
- 4. Minutes of the April 2025 Meeting** (*action item*)
- 5. Speaker- LET’S BUILD HOMES** <https://letsbuildhomes.org/>
Corey Parent and Miro Weinberger
- 6. Commission Reports:** written reports enclosed
 - Finance/Operations**– *Kirk Waite*
 - Personnel** – *Bob Buermann*
 - Executive Committee** – *Peter Zamore*
 - Project Review**– *William Irwin*
 - Transportation Advisory Committee (TAC)** – *Barclay Morris*
 - Brownfields Committee** – *Megan Sherlund*
 - Regional Plan and Policy Committee**- *Lori Ruple*
 - Vermont Economic Progress Council (VEPC)** –*Barbara Murphy*
 - Green Mountain Transit**- *Bob Buermann/Catherine Dimitruk*
 - Healthy Roots Advisory Committee**- *Marietta Scholten*
 - Northwest Vermont Regional Foundation**- *Kirk Waite*
 - Office**-*Staff*

7. Regional Plan Amendment and Adoption (discussion item)

Presentation and Discussion:

- schedule for outreach and adoption
- overview of future land use areas and housing targets

8. Commissioner Announcements

Meeting Access Information

Please try to join the meeting 5-10 minutes prior to the start time. If you have trouble connecting, please call 802-310-6797.

Join Zoom Meeting via video

<https://us02web.zoom.us/j/85610707355>

Join Zoom via phone

1(305)224-1968

1(309)205-3325

Meeting ID 85610707355

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1 **NRPC Board of Commissioners Meeting**
2 **April 30, 2025, at 6:30 PM**
3 **Hybrid Meeting (Zoom and NRPC Office)**
4 **Northwest Regional Planning Commission**
5 **75 Fairfield Street, St. Albans, VT 05478**
6

7 Attendance: *See attached.* A quorum was present to conduct business.

8 Staff: Bethany Remmers, Dean Pierce

9 Other Attendees: Christine Porcaro (Healthy Roots-CVOEO); Nora Lindberg (Feeding Champlain
10 Valley-CVOEO)

11 **Welcome, Introductions, Opening Remarks**

12 Chair P. Zamore called the meeting to order at 6:30 PM.

13 **Adjustments to Agenda**

14 None.

15 **Opportunity for Public Comment**

16 None.

17 **Minutes of the March 2025 Meeting**

18 *H. Demars moved to accept the minutes of the March 2025 meeting. M. Scholten seconded. The*
19 *motion carried.*

20 **Healthy Roots and Feeding Champlain Valley Update and Overview**

21 C. Porcaro updated the board on Healthy Roots' work since it transitioned from NRPC to become
22 a program under Feeding Champlain Valley with Champlain Valley Office of Economic
23 Opportunity (CVOEO) in July 2024. She thanked the board for its past support of Healthy Roots
24 and she noted that under CVOEO's umbrella, Healthy Roots has continued to provide services for
25 both consumers and producers in northwest Vermont that focus on food education, access, and
26 infrastructure. N. Lindberg provided an overview of Feeding Champlain Valley and its mission to
27 increase food access and how Healthy Roots complements this work.

28
29 **Commission Reports:**

30
31 Finance/Operations- K. Waite reported that the FY25 budget adjustment would be discussed
32 later in the agenda.

33
34 Personnel- No additions to the written report provided in the meeting materials.

35
36 Executive Committee- P. Zamore reported that the executive committee discussed the wrap-up
37 to the FY24 audit and FY25 budget adjustment at its last meeting.

38 Project Review- No additions.

39

40 Transportation Advisory Committee (TAC)- No additions.

41

42 Brownfields Committee- No additions.

43

44 Regional Plan and Policy Committee- No additions.

45

46 Vermont Economic Progress Council (VEPC)- No additions.

47

48 Green Mountain Transit- B. Buermann reported that GMT was able to transfer ownership of two
49 buses it was not using to another eligible organization. The buses were purchased using federal
50 funds and GMT would not be able to sell the vehicles.

51

52 Northwest Vermont Regional Foundation- No additions.

53

54 Office- No additions.

55

56 **FY 25 Budget Adjustment**

57 K. Waite highlighted the major proposed changes to the FY 25 budget including a 12.3%
58 decrease in projected revenues and an 11.4% decrease in expenses. He noted that the memo
59 in the meeting packet outlined these changes in more detail. He reported that the finance
60 committee reviewed the budget adjustment at the April 14th meeting and recommended its
61 approval by the full board.

62

63 *K. Waite moved that the NRPC Board of Commissioners approve the FY 25 budget adjustment.*

64 *B. Morris seconded. The motion carried.*

65 **Project Review Committee Chair Election**

66 Chair P. Zamore opened the floor for nominations.

67

68 *B. Buermann moved to nominate Bill Irwin as the Project Review Committee Chair. H. Demars*
69 *seconded. After calling for other nominations and hearing none, P. Zamore called for the vote*
70 *and the motion carried.*

71

72 **Commissioner Announcements**

73 C. Sawyer announced that 87 new housing units will be constructed at the former Fonda
74 property. The City is also working with VTrans on a project to extend the Missisquoi Valley Rail
75 Trail to connect with the Federal Street corridor.

76

77 **Adjournment**

78 *Y. Dandurand moved to adjourn. B. Murphy seconded. The meeting adjourned at 7:18 PM.*

FY25 NPRC Board of Commissioners- Meeting Attendance

Municipality	Board Member	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
		7/31/24	No Meeting	9/25/24	10/30/24	No Meeting	12/11/24	1/29/25	2/26/25	3/26/25	4/30/25	5/28/25	6/25/25
Frkln Cty Youth	Vacant												
GI Cty Youth	Vacant												
Alburg Town	Alex McCracken	X		X			X	X	X	X	X		
Alburg Town	Danielle Choiniere									X			
Alburg Village	Vacant												
Alburg Village	Vacant												
Bakersfield	William Irwin	X			E		X	E	X		X		
Bakersfield	Linda McCall	X		X	X		X	X	X	X	X		
Berkshire	Josh Grims						X	X	E	X	X		
Berkshire	Claude Charron									X			
Enosburg Falls	Leonard Charron												
Enosburg Falls	Vacant												
Enosburgh Town	Jesse Woods												
Enosburgh Town	Vacant												
Fairfax	Barbara Murphy	X		X	X		X	X	E	X			
Fairfax	Sarah Hadd (End 1/25)	E		X	X		X						
Fairfax	Nicholas Nadeau (Start 2/25)							X					
Fairfield	Julia Callan	X		X	X		E	X	X	E	E		
Fairfield	Chuck Verderber	X		X	X		X	X	X		E	E	
Fletcher	Michelle Frennier									E	X		
Fletcher	Lori Ruple	X			X		X	X	X	X			
Franklin	Yvon Dandurand	X		X	X		X	E	X	E	X		
Franklin	Wesley Kempton												
Georgia	Carl Rosenquist	X		X	X		X	E		X	X		
Georgia	Kirk Waite	X		X	X		X	X	X	X	X		
Grand Isle	Barclay Morris	X			X		X	X	E	X			
Grand Isle	Howard Demars	X		X	X		X	X	X	X	X		
Highgate	Jack Pelkey	X			X		X	X	X	X			
Highgate	vacant	X		X									
Isle La Motte	Sylvia Jensen	X			X			X	E	X			
Isle La Motte	Mary-Catherine Graziano												
Montgomery	Leanne Barnard												
Montgomery	Mark Brouillette												
North Hero	Andy Alling	X		X	X		X	X	X	X	X		
North Hero	Mike Curtis	X		X	X			X		X			
Richford	Marissa Tessier												
Richford	Vacant												
Sheldon	Vacant												
Sheldon	Mathew Stebbins												
South Hero	Peter Zamore	X		X	X		X	X	X	X	X		
South Hero	Bob Buermann	E		X	X		X	X	X	X	X		
St. Albans City	Elisabeth Nance	X		X	E		X	X	X	X	X		
St. Albans City	Chip Sawyer			X	E		X	X	X	X	X		
St. Albans Town	Marietta Scholten			X	E		X	X		X	X		
St. Albans Town	Megan Sherlund	X			X		X	X	E	X			
Swanton Town	Harold Garrett (End 3/25)	X		X	E		X	X	X				
Swanton Town	Nicole Draper			X	X		X	X	X	X	X		
Swanton Village	Heidi Britch-Valenta	X		X	X		X		E	X	X		
Swanton Village	Neal Speer- (End 3/25)				X								
Swanton Village	Damon Broderick (Start 4/25)										X		
	# Municipalities	16	0	14	14	0	16	15	12	15	13	0	0

QUORUM = 12

E= Excused ; X=Present

Northwest Regional Planning Commission

Balance Sheet

05/12/25

As of April 30, 2025

Accrual Basis

	<u>Apr 30, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · People's Checking Account	379,165.79
1020 · People's Money Market Account	66,148.79
1035 · New England Federal Cr-1Year CD	47,957.73
1036 · New England Fed Cr-CD 5 Year	66,310.42
1037 · Lamoille CWSP	201,326.20
1038 · Missisquoi CWSP	657,644.25
1040 · Union Bank	227,200.49
1080 · Petty Cash	9.05
Total Checking/Savings	<u>1,645,762.72</u>
Accounts Receivable	
1200 · Accounts Receivable	188,229.37
Total Accounts Receivable	<u>188,229.37</u>
Other Current Assets	
Account for Credit Transfer	-2,300.00
1400 · Prepaid Expenses	260.00
1499 · Undeposited Funds	22,582.55
Total Other Current Assets	<u>20,542.55</u>
Total Current Assets	<u>1,854,534.64</u>
TOTAL ASSETS	<u><u>1,854,534.64</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	56,092.28
Total Accounts Payable	<u>56,092.28</u>
Other Current Liabilities	
Payroll Liabilities	
2100 · Employee Health Ins. Payable	467.96
2110 · Health Equity	657.94
2110 · Health Equity	2,581.24
2120 · Accrued Payroll	39,612.27
2130 · Accrued Vacation	63,556.32
2213 · VT Tax Withholding Payable	2,976.01
2215 · Retirement Payable	10,324.90
2250 · Deferred Revenue	1,104,175.91
Total Other Current Liabilities	<u>1,224,352.55</u>
Total Current Liabilities	<u>1,280,444.83</u>
Total Liabilities	1,280,444.83
Equity	
Building Reserve	61,000.00
Equipment Reserve	20,000.00
Long Term Reserves	213,720.00
PAT Reserve	22,000.00
3900 · Fund Balance	214,627.78
Net Income	42,742.03
Total Equity	<u>574,089.81</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,854,534.64</u></u>

Northwest Regional Planning Commission Profit & Loss Budget vs. Actual

July 2024 through April 2025

	Jul '24 - Apr 25	Budget	\$ Over Budget	% of Budget
Income				
4016 · EDA	89,993.82	304,800.00	-214,806.18	29.53%
4026 · Grants in Aid Pilot Program	0.00	10,000.00	-10,000.00	0.0%
4027 · Healthy Roots	316.25	0.00	316.25	100.0%
4030 · ACCD	638,091.89	682,790.00	-44,698.11	93.45%
4035 · VAOT	190,140.75	286,349.00	-96,208.25	66.4%
4044 · Shared Services	125,371.13	173,361.00	-47,989.87	72.32%
4045 · Public Safety	36,063.57	70,990.00	-34,926.43	50.8%
4047 · Municipal Assessments	68,388.00	68,389.00	-1.00	100.0%
4050 · Municipal Contracts	56,641.45	55,621.00	1,020.45	101.84%
4054 · Other State Grants	80,586.29	203,500.00	-122,913.71	39.6%
4055 · Other Federal Grants	170,090.39	383,971.00	-213,880.61	44.3%
4056 · VANR	94,243.34	118,828.00	-24,584.66	79.31%
4058 · Clean Water Service Provider	364,775.04	852,000.00	-487,224.96	42.81%
4059 · RSEP-St. Albans Town & City	11,301.70	13,000.00	-1,698.30	86.94%
4080 · Misc. Income	32,973.88	48,898.00	-15,924.12	67.43%
4600 · Interest Income	4,444.72	4,000.00	444.72	111.12%
Total Income	1,963,422.22	3,276,497.00	-1,313,074.78	59.92%
Expense				
5010 · Salaries & Wages	873,012.79	1,095,506.00	-222,493.21	79.69%
5015 · Employer Social Security	52,803.77	67,921.37	-15,117.60	77.74%
5016 · Employer Medicare	12,349.21	15,884.84	-3,535.63	77.74%
5020 · Fringe Benefits	216,122.50	256,315.00	-40,192.50	84.32%
5030 · Travel	6,593.54	14,000.00	-7,406.46	47.1%
5040 · Advertising	4,235.80	5,500.00	-1,264.20	77.02%
5055 · Insurance-Liability	20,437.60	14,000.00	6,437.60	145.98%
5080 · Meetings	7,491.22	14,000.00	-6,508.78	53.51%
5085 · Membership Dues	22,895.75	23,000.00	-104.25	99.55%
5090 · Technology and GIS	4,249.36	17,000.00	-12,750.64	25.0%
5092 · Healthy Roots Expense	549.42	549.00	0.42	100.08%
5095 · Software	34,893.92	48,500.00	-13,606.08	71.95%
5100 · Supplies & Furniture	16,646.07	70,000.00	-53,353.93	23.78%
5660 · Postage	827.25	2,500.00	-1,672.75	33.09%
5680 · Printing & Copies	605.83	5,000.00	-4,394.17	12.12%
5700 · Telephone	14,800.02	19,500.00	-4,699.98	75.9%
6200 · Foundation Transfer	21,250.00	21,250.00	0.00	100.0%
6300 · Professional Services	573,101.87	1,550,330.00	-977,228.13	36.97%
2051 · CWSP Admin Expense	15,544.26		15,544.26	100.0%
6400 · Building/Utilities	18,855.01	27,625.00	-8,769.99	68.25%
6560 · Payroll Expenses	3,232.00	4,101.00	-869.00	78.81%
6561 · Bank Service Fees	183.00	193.55	-10.55	94.55%
Total Expense	1,920,680.19	3,272,675.76	-1,351,995.57	58.69%
	42,742.03			

Open Invoices as of April 30, 2025 \$188,229.37 Original Mortgage

Franklin County Industrial Dev Corp - outstanding mortgage \$68,958.06 \$130,000

Project Review Committee: Monthly Business Report

Month: May 2025

Project Reviews

1) **Project Type: Section 248- ER Dunsmore, LLC**

Project Location: 2642 Dunsmore Road, St. Albans Town

Substantial Regional Impact: Yes No (*If yes, Board action required*)

- *Project Details:* 4.95 MW solar
 - *Project Comments:* Project is in conformance with the Regional Plan, subject to two conditions: 1) after completion of the additional required archeological study, the applicant completes any mitigation required by the Vermont Division of Historic Preservation and 2) if required by the Agency of Natural Resources, the applicant completes a study of the potential impact to meadowland bird species.
 - *Conformance with Regional Plan:* Yes No
-

2) **Project Type: Section 248- VELCO**

Project Location: 2694 VT Route 78, Highgate

Substantial Regional Impact: Yes No (*If yes, Board action required*)

- *Project Details:* 45 day notice for a 25 MW increase in capacity of the Highgate Interconnection Facilities
 - *Project Comments:* Project is of substantial regional impact due to its expected impact on the entire regional energy grid, especially in improvements in reliability to VEC customers.
 - *Conformance with Regional Plan:* Yes No
-

Staff Reviews:

Project Type: Section 248a: T-Mobile Northeast, LLC

Project Location: 1298 Machia Road, Sheldon

Project Details: Additional 70 sq. ft. of equipment and 10'x20' pad on existing silo 75' AGL with existing telecommunication equipment. No change in height.

Project Type: Section 248a: Mobile/248a-at 2181 US Route 7-Highgate

Project Location: 2181 US Route 7 Highgate

Project Details: Removing existing panels and replacing them with new panels for a net gain of 7 sq. ft. on an existing tower- no change in height

Board Action Necessary: Ratify Committee decision that **Section 248- VELCO** is in conformance with the Regional Plan.

Committee and Staff Reports – May 2025

Committee Chair/Appointee	Meeting Date	Next Meeting Date	Main Agenda Items/Topics
Executive <i>Peter Zamore</i>	5/20/25	6/17/25	<ul style="list-style-type: none"> • Regional Plan and Legislative Update • FY 26 Budget preview
Finance/Operations <i>Kirk Waite</i>	none	6/9/25	<ul style="list-style-type: none"> • The committee will meet in June to review the proposed FY26 budget.
Personnel <i>Bob Buermann</i>	none	6/11/25	<ul style="list-style-type: none"> • No meeting
Project Review	5/14/25	6/11/25	<ul style="list-style-type: none"> • Business report enclosed; Board action needed.
Plan and Policy <i>Lori Ruple</i>	5/14/25	7/9/25	<ul style="list-style-type: none"> • Regional Plan Update – Draft Future Land Use map and Housing chapter
Transportation Advisory Committee	5/8/25	6/12/25	<ul style="list-style-type: none"> • Barclay Morris elected Chair; Bob Buermann elected Vice Chair. Discussed regional project updates and opportunities to reinvigorate TAC membership.
Brownfields Adv. Committee <i>Megan Sherlund</i>	5/19/25		<ul style="list-style-type: none"> • Approved new funding for several sites
VT Economic Progress Council, Barbara Murphy			<ul style="list-style-type: none"> • May meeting canceled.
Green Mountain Transit <i>Bob Buemann, Catherine Dimitruk</i>	5/20/25	6/17/25	<ul style="list-style-type: none"> • Reviewed positive results of GMT’s federal review. • Updates to several agency policies.

NRPC has a YouTube channel for Board meetings, trainings and select committee meetings.

<https://www.youtube.com/channel/UC1JLkE8lWP-Vjd-5RYRaQjQ>

Staff Reports:

Transportation

- NADO (National Association of Development Organizations) RPO America (rural transportation planning professionals) meeting. Presentation and discussion regarding continued draft legislative proposal for federal RTPO (Regional Transportation Planning Organizations) planning funding. The focus will be to amend Title 23 to strengthen statewide transportation planning and facilitate the Federal designation of RTPOs.
- TPI monthly meeting. Meeting topics of note included: Highways to Habitats Training overview, EV charging infrastructure/Environmental Planning updates.
- Northwest Vermont Rail Trail Council meeting. Topics of interest: MVRT Management Plan process updates, grant opportunities, upcoming Paddle/Pedal Event (7/12/25).
- Attended Rail Trails Culvert Inventory data collection orientation and demonstration with VTrans Rail Trails and GIS staff.
- US 2/Clay Point Rd Advisory Group meeting to discuss feedback from the first public meeting, draft of the purpose and need statements, identified preliminary alternatives, and next steps.
- MRGP Core Team Meeting- discussed status of FY26 Better Roads Cat A (REI) funding and the need for in-the-field data-collection training.

- Statewide Rail Trail Meet-up. Virtually, joined folks representing and interested in Rail Trails across Vermont to share ideas related to Trail Friendly Business, Council and Community Engagement, and Connecting Trails to a Rail Trail.
- Reviewed the Highgate Springs Local Port of Entry (LPOE) final Environmental Assessment. This review examines the potential impacts from the proposed expansion and modernization of the of the LPOE. The assessment concludes that the proposed project will not have significant impacts on the environment, as documented in the Finding of No Significant Impact (FONSI).
- Continued administrative support for the Northwest Vermont Rail Trail Council and continued administrative and technical support of LVRT and MVRT and other AOT owned rail trails through Regional Planning Commissions' Rail Trail Collaborative.
- Responded to technical assistance request from Isle La Motte regarding status of a private road.
- Continue to provide administrative and technical support for regional O&D, Franklin Grand Isle Mobility Committee.
- NRPC serves as the Municipal Project Management (MPM) for many local transportation projects. Recent activities and/or milestones include:
 - *Pidgeon Hill Culvert (Franklin)*- Continued preparing file archive for transmittal to Town.
 - *Longley Bridge Road Streambank Restoration (Montgomery)*- Updated reimbursement request and processed construction inspection invoice.
 - *US 2-Featherbed Lane Scoping (South Hero)*- Participated in project kick off meeting and initiated effort to collect vehicle speed and pedestrian crossing data for use in study.
 - *Sidewalk Scoping Study (Richford)*- Preferred alternative selected; final report being drafted.
 - *Sidewalk Scoping Study (Sheldon)*- Working with consultant to schedule meetings and gather base information.
 - *Montgomery Center Streetscape Design and Implementation (Montgomery)*- Reviewed preliminary design plans.

Emergency Management

- Coordinated Grand Isle County Regional Emergency Management and Mutual Aid Committee meetings. The main topics were the annual budget, training opportunities, and communications infrastructure.
- Continued working with municipal officials in Alburgh, Berkshire, Montgomery, North Hero, Fairfax, St. Albans City and South Hero on local Hazard Mitigation Plan updates to meet FEMA compliance.
- Participated in EM meeting with Swanton Village and Town EM officials and VEM staff.
- Continued working under EDA resiliency grant for hazard mitigation projects along the Lamoille River involving mitigation projects for transportation and water supply infrastructure.
- Provided local EM planning support to Montgomery, South Hero, and St. Albans Town officials.
- Met with North Hero and Berkshire officials to review new draft FEMA digital special flood hazard data for part of the local review process.

GIS

- Continued to work on a Draft Zoning Map for Swanton.
- Created a surface water map of Highgate/Swanton for Franklin County NRCD.
- Started updated the 2025 E911 maps.

Municipal Planning

- Provided Sheldon and North Hero with zoning services, DRB and PC clerk services, and E911 Coordination services to Sheldon.
- Supported the Town of South Hero's community wastewater project as it navigates due diligence in purchasing the Lavin property to design and develop a community wastewater system.

- Supported the Town of Highgate’s village wastewater project with project management assistance and Northern Border Regional Commission (NBRC) grant application, including outreach to properties in the service area and a wastewater ordinance.
- Supported the Town of Alburgh and Alburgh Family Clubhouse meet special conditions for their Vermont Community Development Program award for the child care center under construction.
- Continued work on the Town of Franklin municipal plan update and met with the Planning Commission to discuss edits.
- Drafted sections of the Richford Town Plan.
- Met with the Town of Fairfield Planning Commission to discuss possible revisions to the Fairfield Development Regulations to address farmland fragmentation and other concerns raised by town residents.
- Reviewed opportunities for edits to the Montgomery Development Regulations with the Montgomery Planning Commission.
- Supported the Town of St. Albans on developing bylaw revisions to implement its draft growth center master plan, funded by a DOT RAISE grant via Chittenden County RPC.
- Continued to provide assistance to several municipalities in reviewing draft FEMA flood hazard area maps.

Regional Planning

- Finished holding meetings with selectboards and planning commissions to review draft Future Land Use maps and housing targets. Met with Bakersfield, Fairfield, Fletcher and Sheldon in May.
- Put together a public-facing website for the Regional Plan update, including an interactive version of the draft regional Future Land Use map.
- Planned public outreach and communications for the Regional Plan.
- Continued work on ensuring new Regional Plan equitably distributes environmental benefits and burdens under Act 181.
- Completed a draft Housing chapter for the Regional Plan and reviewed with Plan & Policy committee.
- Participated in information sharing with other RPCs regarding ongoing outreach and mapping work.
- Continued data collection for the first yearly update to the NRPC Housing Dashboard. The update will add new housing development during the 2024 calendar year to the dashboard.
<https://www.nrpcvt.com/regional-data/>.

Climate & Energy

- Continued assisting municipalities in the implementation of Municipal Energy Resilience Program (MERP) with technical assistance and ongoing communication with the Department of Buildings and General Services (BGS).
- Coordinated statewide RPC work on Climate Pollution Reduction Grant as the lead RPC.
- Continued participation in the Efficiency Vermont Partner Working Group.
- Began coordination for a 2025 WindowDressers build.
- Coordination on Bakersfield’s Community Tree Planting Grant.
- Began work on Regional Navigators Program to provide technical assistance on energy related issues to communities throughout the state
- Developed municipal energy plan template language.

Water Quality

- Continued as the regional Clean Water Service Provider (CWSP) for Lamoille and Missisquoi basins. In that role we:
 - Closed latest tri-annual project funding rounds in Lamoille and Missisquoi basins. Conducted bi-monthly BWQC meeting in the Lamoille basin, and commenced review of record-setting eight project funding applications.

- Completed Forest Road Erosion Inventory (FREI) field training as step in process for funding forest road water quality projects.
- Reviewed submittals received in response to annual Request for Qualifications (RFQ) for potential contractors who wish to complete projects supported by Clean Water funds.
- Conducted legal review of mandatory Operation & Maintenance (O&M) site access documents and concluded online survey measuring partner interest in project O&M activities.
- Continued carrying out FY 24-25 Tactical Basin Planning (TBP) tasks, such as by serving as RPC representative on Northern Lake Champlain Basin Water Quality Council. Responded to DEC staff comments and submitted final proposed TBP work plan for FY 25-26, with goal of increasing funding level 15-20 percent.
- As part of NRPC-led work under banner of Regional Stormwater Education Program (RSEP) /Franklin County Stormwater Collaborative, staff
 - Hosted a Green Up Day stream cleanup on May 3rd, where 10 volunteers removed two pickup truck loads of trash from Stevens Brook in Saint Albans City.
 - Hosted a webinar on residential stormwater management, featuring a presentation from Jill Sarazen of Lake Champlain Sea Grant.
- Delivered clean water project presentation to members of North Hero Shoreland committee.
- Continued to investigate local opportunities to participate in “WISPr” funding program—which helps to fund natural resources based water quality projects. Focus continued to be on sites identified as part of New England Water Infrastructure Network (NEWIN) team visit in Swanton Village.

Workforce & Economic Development and Northern Vermont Economic Development District (NVEDD)

- NVEDD is done in partnership with Lamoille County Planning Commission, Lamoille County Industrial Development Corporation, Northeastern VT Development Association, Franklin County Industrial Development Corporation and Lake Champlain Islands Economic Development Corporation.
- Staff continue to support Workforce Development initiatives through partnership with FCIDC, schools, and other regional entities.
- Provided on-going administrative & technical support for NCTC Building Trades program and the newly formed Vermont Academy for Construction Excellence.
- June 3, 2025 NVEDD meeting will be held in Franklin County, with focus on rail trails and outdoor recreation economy.

Housing For All - Working Communities Challenge

- Submitted a final Transition Plan to the Federal Reserve Bank of Boston for additional activities through 12/31/2025.
- ADU/Duplex Pilot: Provided navigation support for three applicants who have been accepted into the program. Two out of four program participants are moving forward with design and permitting. Consideration of doing a second round of ADU promotion.
- Created new initiative, Promising Properties and Projects, that will provide technical support and limited mini-grants to municipality-related projects that create housing and/or housing-related infrastructure.

Building/Office

- None.