

1 **NRPC Board of Commissioners Meeting**
2 **January 28, 2025, at 6:30 PM**
3 **Hybrid Meeting (Zoom and NRPC Office)**
4 **75 Fairfield Street, St. Albans, VT 05478**
5

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

8 **Staff:** Catherine Dimitruk, Greta Brunswick, Kyle Grenier, Bethany Remmers
9

10 **Other Attendees:** Caleb Grant
11

12 **Adjustments to the Agenda**

13 None
14

15 **Welcome, Introductions, Opening Remarks**

16 Chair P. Zamore called the meeting to order at 6:31 PM followed by roll call.
17

18 **Opportunity for Public Comment**

19 None.
20

21 **Guest Speaker: Caleb Grant, Rural Community Transit**

22 P. Zamore introduced Caleb Grant, the Executive Director of the new transit provider in the
23 region Rural Community Transit (RCT). RCT took over from GMT as of January 1. RCT is a
24 private non-profit providing transit to northern part of the state and took over Franklin and
25 Grand Isle Counties January 1. They replaced Green Mountain Transit. C. Grant shared the
26 governing structure of RCT and the types of services they provide including on demand and
27 fixed route services.

28 C. Grant shared the opportunities that RCT provides with micro-transit, which is an uber
29 style transit structure called RCT Rides. Micro-transit is a low barrier public transit option
30 that works well in rural areas. Any individual can book a trip; there is no income
31 qualification. If a ride is available, it will be provided free of charge. They have a fleet of
32 small vehicles or ADA vehicles. The vast majority of trips are provided by volunteer drivers.

33 C. Grant reviewing the RCT Rides pilot in Lamoille County which resulted in an overall
34 increase in rides. It expanded the reach of the transit and engaged a whole new population.
35 Last year, they introduced RCT Rides Orleans in Newport.

36 C. Sawyer asked whether RCT is connected with the local study looking at micro transit
37 opportunities. C. Grant explained that they are. He elaborated that GMT did a feasibility
38 study and found that fixed route is fine in this county and that another option is not needed.
39 However, based on results in Lamoille County and Newport, C. Grant is motivated to

1 question that feasibility and continue examining St. Albans options. This conversation will
2 be a big part of the Transit Development Plan.

3 W. Irwin asked about outreach to communities that may not be aware of the transit
4 provider or its services. C. Grant noted that they have bright and colorful buses for the
5 purpose of generating awareness because they are so visually recognizable. They are also
6 going to community meetings and sending letters to every town.

7 N. Brosseau asked about whether federal cuts to Medicaid impact RCT? He also asked
8 about fares. C. Grant explained that all services are fare free. He noted that changes overall
9 are not impacting RCT's bottom line, although he worries about the impact on passengers.

10 H. Demars asked if RCT services and CIDER overlap? C. Grant explained that RCT and
11 CIDER are both the Medicaid transit grant recipients. RCT sub-contracts to CIDER to
12 provide those trips and help remove barriers and coordinates so that services are not
13 duplicated.

14 B. Buermann asked how the employee transition is going. C. Grant explained that they
15 made offers to 20 out of 21 GMT employees, so it has been very seamless. They are
16 currently undergoing contract negotiations with the Drivers Union. The largest challenge
17 has been bringing Franklin County into Medicaid compliance, which has resulted in some
18 changes to service, but in general everything is going well.

19 **Minutes of the December 2025 Meeting (action)**

20 *Y. Dandurand motioned to accept the December 2025 minutes as drafted. H. Demar*
21 *seconded. Motion passed.*

22 **6. Commission Reports: written reports enclosed**

23 Finance/Operations– K. Waite reviewed the FY25 audit, which is on the agenda later
24 tonight.

25 Personnel – B. Buermann updated the board that a staff member has moved on from long-
26 term leave. The plan is to fill the vacant position with an intern that we already have working
27 with us.

28 Executive Committee – P. Zamore reported that the Executive Committee approved a
29 brownfields loan restructuring for the Golden Junk loan; they reviewed the audit; and
30 discussed Land Use Review Board amendments to the Regional Plan.

31 Project Review– W. Irwin reported on projects that are listed on the Project Review Report
32 in the board packet.

33 Transportation Advisory Committee (TAC) – No report.

1 Brownfields Committee –C. Sawyer reported that the Committee approved a Champlain
2 Transmission/Golden Junk loan restructuring and funds for the South Hero Meeting House
3 corrective action plan.
4 Plan and Policy Committee- L. Ruple reported that they did not have a quorum, but
5 updated draft #3 of the Regional Plan is on the agenda later tonight.
6 Vermont Economic Progress Council (VEPC) –B. Murphy reported that there were no
7 projects in our area.
8 Rural Community Transit- No report.
9 Healthy Roots Advisory Committee- No report.
10 Northwest Vermont Regional Foundation- No report.
11 Office- See staff report.

12 **Transportation Program Highlights (discussion) Kyle Grenier, Transportation Planner**
13 K. Grenier presented on NRPC transportation program highlights. He noted that he just had
14 his 3rd anniversary at NRPC. The transportation program follows 3 guiding principles – goals
15 of the regional plan, accessibility/equitable access, and opportunity - quality of life,
16 economic, etc. K. Grenier presented program essentials, including the Transportation
17 Planning Initiative (TPI) and the Transportation Advisory Council (TAC). The TAC oversees
18 the NRPC transportation program and helps provide local input. Additionally, NRPC
19 provides municipal technical assistance, such as data collection, culvert inventories,
20 traffic studies, and traffic counts. K. Grenier highlighted some challenges with the program,
21 including level funding from the state, increased costs of transportation projects and fewer
22 active TAC members.

23 **FY 25 Audit Draft**

24 K. Waite reported that B. Remmers put together a summary of the audit report and he
25 thanked Amy, Bethany and Catherine for the successful single audit with no negative
26 findings. He noted there was a new audit firm this year. He explained that the action
27 needed tonight is to ratify the final audit for FY25.

28 *C. Rosenquist moved to ratify the final FY25 audit as presented. H. Demar seconded.*
29 *Motion carried.*

30 **Reserve Fund Policy Changes**

31 K. Waite reported that NRPC has a draft update to its policy on reserves. Staff and the
32 Finance Committee have been reviewing and updating older policies. The only substantive
33 change is to maintain 3-month operating cost in reserve with assigned and unassigned
34 fund balances. Also, the building reserve is increased by \$10,000. K. Waite asked for a
35 motion to approve the draft reserve fund policy.

1 C. Rosenquist motioned to approve of fund balance policy update as presented. N.
2 Brosseau seconded. Motion carried.

3 **Regional Plan Update • Final Board comments**

4 C. Dimitruk updated the board on the regional plan update process. The LURB provided
5 comments to NRPC based on the preliminary review, NRPC held a public hearing and then
6 worked with plan committee to update the draft. This draft incorporates all changes as
7 recommended by staff, the Plan Review Committee, communities, citizens and local
8 boards. In terms of board process, this is the final draft for comment prior to noticing the
9 final public hearing. Once noticed, NRPC cannot make any further changes to the plan.
10 Comments need to be sent in by February 6. The public hearing and board adoption vote is
11 scheduled for the March 25 meeting.

12 K. Waite asked about the revisions to the Georgia Village Area. C. Dimitruk reported that the
13 Town is up to date on the proposed boundary. Staff is still working with the LURB on their
14 comments and then will update Georgia if there are any changes.

15 C. Sawyer asked if staff would have opportunity to discuss all the comments with the LURB
16 for more clarification. C. Dimitruk reported that staff are meeting with members of the
17 LURB to discuss their comments.

18 **Commissioner Announcements**

19 None.

20 Adjourned 7:44PM

21

FY26 NPRC Board of Commissioners- Meeting Attendance

Municipality	Board Member	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
		7/30/25	No Meeting	9/24/25	10/29/25	No Meeting	12/17/25	1/28/26	2/25/26	3/25/26	4/29/26	5/27/26	6/24/26
Frkln Cty Youth	Vacant												
Gl Cty Youth	Amelia Demars	X		X	E								
Alburg Town	Alex McCracken	E											
Alburg Town	Danielle Choiniere	X		X	X		X	X					
Alburg Village	Vacant												
Alburg Village	Vacant												
Bakersfield	William Irwin	X		E	X		X	X					
Bakersfield	Linda McCall	X		X	X		X	X					
Berkshire	Josh Grims	X		E	E		E						
Berkshire	Claude Charron												
Enosburg Falls	Leonard Charron												
Enosburg Falls	Vacant												
Enosburgh Town	Jesse Woods												
Enosburgh Town	James Oullette (8/25)				X								
Fairfax	Barbara Murphy	X		X	X		X	X					
Fairfax	Nicholas Nadeau/Mike Bishop (10/25)				X		X	E					
Fairfield	Julia Callan	X		X	X		X	X					
Fairfield	Chuck Verderber	E		X	X		E	E					
Fletcher	Michelle Frennier	E		E	E		X	X					
Fletcher	Lori Ruple	X		X			X	X					
Franklin	Yvon Dandurand	X		X	E		E	X					
Franklin	Wesley Kempton												
Georgia	Carl Rosenquist	X			X		X	X					
Georgia	Kirk Waite	X		X	X		E	X					
Grand Isle	Barclay Morris	X		X	X		X	E					
Grand Isle	Howard Demars	X		X	E		X	X					
Highgate	Jack Pelkey	X			X		X						
Highgate	Anna Comiskey	X		X	X								
Isle La Motte	Sylvia Jensen	E		X	X		E						
Isle La Motte	Mary-Catherine Graziano												
Montgomery	Leanne Barnard												
Montgomery	Mark Brouillette												
North Hero	Andy Alling	X		X			X	X					
North Hero	Vacant												
Richford	Marissa Tessier												
Richford	Vacant												
Sheldon	Vacant												
Sheldon	Mathew Stebbins	X		X			X	X					
South Hero	Peter Zamore	X		X	X		X	X					
South Hero	Bob Buermann	X		X	X		X	X					
St. Albans City	Elisabeth Nance	X		X	X		X	E					
St. Albans City	Chip Sawyer	X		X	E		X	X					
St. Albans Town	Marietta Scholten	X		X	X		X	E					
St. Albans Town	Megan Sherlund	X		X	X		E	E					
Swanton Town	Nicole Draper	X		X			X	E					
Swanton Town	Nicholas Brosseau	X		X	X			X					
Swanton Village	Heidi Britch-Valenta	X		X	X		X	X					
Swanton Village	Damon Broderick	X		X	X		X						
	# Municipalities	18	0	18	14	0	15	14	0	0	0	0	0

QUORUM = 12

E= Excused ; X=Present