

1 **BOARD OF COMMISSIONERS MEETING**
2 **NORTHWEST REGIONAL PLANNING COMMISSION**
3 *January 27, 2021 Draft Meeting Minutes*
4

5 The meeting of the Board of Commissioners was held virtually via Zoom.us.
6

7 **Attendance**

8 Commissioners: See attached. A quorum was present to conduct business.

9 Staff: B. Remmers, A. Brunstead, C. Dimitruk

10 Guests: R. Katrick, H. Moore, B. Miller
11

12 Chair K. Waite began the meeting at 7:01 PM.
13

14 A. Voegele, B. Docheff, S. Kio, A. Brunstad, and M. Johnston gave extended introductions to the
15 board.
16

17 **Adjustments to the Agenda**

18 None.
19

20 **Welcome, Introductions, Opening Remarks**

21 K. Waite welcomed everyone and introductions were made.
22

23 **Opportunity for Public Comment**

24 K. Waite asked for comments. There were none.
25

26 **Minutes of the December 2020 Meeting**

27 *A. Voegele motioned to accept the December meeting minutes. R. Noel seconded. Motion carried.*
28

29 **Presentation: VT Youth Project**
30

31 H. Moore introduced fellow presenters, R. Katrick presented overview on Vermont Youth Project
32 (VYP). K. Waite thanked for presentation and speaking with the board. A. Voegele asked if the
33 representatives had met E. Murphy. B. Buermann asked if this will be moving to more communities.
34 R. Katrick explained that will hopefully happen in the future as they work with communities to
35 make that happen.
36

37 **Committee Reports** – See attached handouts for details on the reports.
38

39 Finance/Operations – H. Garret outlined committee meeting.
40

41 Personnel – Did not meet.
42

43 Executive – K. Waite reported that the committee discussed how justice, equity, diversity and
44 inclusion can be worked into our projects and programs. Approved adjustments to the medical and
45 dependent care accounts and set Tuesdays second of the month at 5pm for meetings. A. Voegele
46 asked if NRPC will be working with municipalities on equity and diversity efforts. C. Dimitruk
47 explained RPCs are talking statewide about different approaches and how to partner and boost the
48 VT Leagues of Cities and Town’s work in this area.

49
50 Project Review – B. Irwin outlined the projects included on the project review business reports that
51 were included in the board packet. No Board action was required.

52
53 Transportation Advisory Committee – B. Remmers explained that TAC met in January and VTrans
54 gave an update about the state Freight and Rail plan. A. Voegele asked for an update about
55 reestablishing connection between St. Albans and Montpelier. C. Dimitruk noted that she had not
56 heard any updates on that but there is work on the St. Albans to Montreal connection. H. Garrett
57 explained that number of people from Canada to Vermont would be broken down into which
58 direction they are traveling.

59
60 Energy Committee – Committee did not meet.

61
62 Brownfields Committee – L. Scangas outlined projects being worked on including work with
63 property owners around Youngs landfill.

64
65 Regional Plan and Policy Committee – C. Dimitruk reported that they set a regular meeting of the
66 second Wednesday of every other month. The committee is reviewing different topics and
67 beginning to review a schedule for the regional plan update.

68
69 Municipal Plan Review Committee- Committee did not meet.

70
71 Vermont Economic Progress Council – A. Voegele reported that there are no regional items on the
72 upcoming agenda.

73
74 Green Mountain Transit – B. Buermann reported that the Board reviewed the budget and is
75 working on a strategic plan for the next 5-10 years.

76
77 Clean Water Advisory Committee – Committee did not meet.

78
79 Office – B. Remmers reported that she has been working on the Enosburg Salt Shed and that is
80 going up for bid and construction, hopefully starting soon. C. Dimitruk stated that legislature has
81 begun meeting and she will report on any bills that might impact our work. The climate council has
82 been meeting and she will hopefully have something to bring to the board in the coming months. A.
83 Voegele asked about the Governor’s executive order changing the environmental board and district
84 commissions. C. Dimitruk explained there may be legislative concern about lack of local control and
85 citizen process with Act 250. K. Waite asked about NRPC ownership of equipment that was
86 purchased for area food shelves as part of the EDA grant. C. Dimitruk explained that it is a
87 requirement for the federal grant – that NRPC retain ownership for its useful life.

88 89 **FY 20 Audit**

90 C. Dimitruk explained that NRPC ended the year in red, primarily because decreased staff hours
91 meant we were not able to fully capture overhead expenses. The second highlight was that there
92 were no findings or management recommendations by auditors. C. Dimitruk explained that overall,
93 still in good shape given the situation of the past year. A. Voegele asked about the pension plan
94 information in the audit, noting that it seemed like a copy from a state report. C. Dimitruk noted
95 that this is true, and that our audit shows NRPC’s portion of the projected underfunded pension
96 fund.

97
98 *B. Irwin made a motion to accept the audit. R. Noel seconded. Motion carried.*

99

100 **FY 21 Budget Adjustment**

101 K. Waite explained that financial committee met and reviewed the proposed budget adjustment. C.
102 Dimitruk explained that the budget has changed primarily because some of the projected budget
103 cuts did not happen and NRPC has received some additional grants. Expenses were also adjusted
104 due to virtual work, and expense associated with new grants. B. Morris asked if new grants will be
105 completed before the end of the fiscal year. C. Dimitruk explained that the Alburgh child care
106 consultant and broadband innovation grant will be completed.

107

108 *A. Voegele moved to approve the amended budget. B. Irwin Seconded. Motion carried.*

109

110 **Commissioner Announcements**

111 R. Noel stated that a new conservation district manager has been hired and the new manager is
112 Lauren Weston. Y. Dandurand asked if in future months can someone explain H. 94 new bill because
113 of verbiage on electricity, climate and electric vehicles. B. Buermann explained that the bill will
114 most likely change as the bill evolves. C. Dimitruk noted that it will be a bill worth following.

115

116 **Adjourn**

117 *A. Voegele moved to adjourn. R. Noel seconded. Motion carried.*

118

119 Meeting adjourned at 8:25 PM