

1 **BOARD OF COMMISSIONERS MEETING**  
2 **NORTHWEST REGIONAL PLANNING COMMISSION**  
3 *May 27, 2020 Draft Meeting Minutes*  
4

5 The meeting of the Board of Commissioners was a virtual meeting held on Zoom.  
6

7 **ATTENDANCE:**

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

9 Staff: C. Dimitruk, L. Blasch, B. Remmers

10 Guests: Tim Smith  
11

12 K. Waite called the meeting to order at 7:01 PM.  
13

14 **ADJUSTMENTS TO THE AGENDA** – None.  
15

16 **WELCOME, INTRODUCTIONS, OPENING REMARKS**

17 K. Waite welcomed everyone and suggested that C. Dimitruk take attendance based on those  
18 that were in the Zoom meeting.  
19

20 **OPPORTUNITY FOR PUBLIC COMMENT** - None.  
21

22 **MINUTES OF THE APRIL 2020 MEETING**

23 *B. Irwin motioned to accept the April meeting minutes with the modification that Brian Dubie be*  
24 *added to the attendance. B. Morris seconded. The motion passed unanimously.*  
25

26 **COMMISSION REPORTS:** See attached written reports for additional information.  
27

28 Finance/Operations – C. Dimitruk – Planning to meet in June for first review of FY21 budget.  
29 There is a surplus which was expected at this time. A question was asked about whether the  
30 Grants-In-Aid program would happen this year and C. Dimitruk shared that the state is looking  
31 at creative ways to approach funding this to make sure it continues. C. Dimitruk noted that  
32 although the report shows a negative balance on the checking account that this is not actually  
33 the case and it reflects that she and A. Adams are coordinating payments and deposits in  
34 tandem while working remotely. B. Irwin asked about the Healthy Roots budget line item and C.  
35 Dimitruk explained that this line item had not been updated but that budget is in line with what  
36 was expected. Healthy Roots budget will need to fill a \$60,000 gap for FY21 and \$80,000  
37 annually after that due to NMC financial stress from the pandemic, but grants have been  
38 received and continue to be sought to fill this gap.  
39

40 Personnel – Did not meet. No updates.  
41

42 Executive – K. Waite. Did not meet. No updates.

1  
2 Project Review – B. Irwin- did not meet. No updates.  
3  
4 Transportation Advisory Committee (TAC) – B. Remmers- TAC met in May and primarily  
5 discussed summer construction projects. There is a summary of regional construction projects  
6 in the board packet.  
7  
8 Energy Committee – Did not meet. No report.  
9  
10 Brownfields Committee – C. Dimitruk- Youngs landfill project is moving forward.  
11  
12 Regional Plan and Policy Committee – L. Douglas- Committee reviewed Northern Vermont  
13 Economic Development District draft plan. No major comments on the plan. An emergency  
14 broadband action plan draft determined that 27% of the state has insufficient internet access.  
15 Committee provided feedback on the draft to include a question about how are people going to  
16 pay for service and a comment that cell phone service is also important to have access to.  
17  
18 Vermont Economic Progress Council – Did not meet. No report.  
19  
20 Green Mountain Transit – B. Buermann noted that GMT has a selected their Interim Manager to  
21 serve as the new General Manager. COVID-19 situation has changed the way riders use transit  
22 and the way employees perform their daily functions. There is new federal funding to support  
23 GMT through COVID-19 recovery.  
24  
25 Clean Water Advisory Committee – No report.  
26  
27 Northwest Vermont Regional Foundation – No Report.  
28  
29 Office – B. Remmers shared that a new intern from CCV, Mike Johnston, has been working with  
30 her and will continue through the summer. L. Blasch reported that she is continuing to manage  
31 the FY20 GIA program and transition of the program from DEC to VTrans. She is also serving as  
32 the Municipal Project Manager for VTrans projects in Franklin and Montgomery, and working  
33 on a new grant from the LCBP for a road erosion inventory on private and park roads in the  
34 Lake Carmi watershed. C. Dimitruk reported that a new Americorps VISTA has been hired. The  
35 EDA grant was submitted for technical assistance for COVID-19 recovery for communities in the  
36 6 northern counties. Additional staff may be necessary to support this work. Legislative bills are  
37 being considered for COVID-19, RPC funding was level funded for the first quarter of FY21. C.  
38 Dimitruk was appointed to work on a COVID-19 recovery team and the team is making  
39 recommendations to the Governor of action items to move forward. A workshop is being held  
40 for communities looking to utilize streets for retail and restaurants and there is a pilot project in  
41 the Brattleboro area to connect food insecure people with vouchers for restaurant meals. The

1 new roof is done and the siding will be done in FY21. H. Demars expressed concern that small  
2 businesses aren't all eligible for federal COVID-19 aid and C. Dimitruk reported that there is a  
3 new state program proposed by the Governor in the legislature now that is designed to target  
4 this funding gap.

5

6 **REGIONAL ECONOMIC DEVELOPMENT PROJECTS**

7 Tim Smith (FCIDC) presented a list of priority economic development projects in Franklin and  
8 Grand Isle counties and noted that ACCD funded FCIDC to work with RPCs to generate lists of  
9 priority projects in the region. All projects on the list have some investments or feasibility  
10 studies already. Many fall into the formidable 4 categories- child care, transportation, housing,  
11 and substance use. A. Voegele asked about the glass recycling company in the industrial park. T.  
12 Smith responded that there are three businesses that are working to establish themselves in  
13 the park. FCIDC received a NBRC grant for construction of the glass recycling facility and is  
14 currently working to move the project forward and is waiting on a DEC wetlands  
15 delineation/permit and hoping to break ground in the fall. Some investors were lost due to  
16 COVID-19. K. Waite asked for clarification that T. Smith is looking for NRPC board to approve  
17 these priority county project lists for Franklin and Grand Isle counties. C. Dimitruk asked when  
18 these lists needed to be sent and T. Smith responded June 30.

19 E. Nance asked if she should abstain since she is working on this project and the answer is yes.  
20 *R. Noel motioned to accept the project list for Franklin County. B. Irwin seconded. E. Nance*  
21 *abstained. The motion passed unanimously.*  
22 *B. Buermann motioned to ratify Grand Isle project list. Y. Dandurand seconded. The motion*  
23 *passed unanimously.*

24

25 **COMMISSIONER ANNOUNCEMENTS**

26 Y. Dandurand said that Northwest Solid Waste Management District would take 100 tires per  
27 municipality at no charge for green up day, \$6 per tire after that. This applies to all towns that  
28 are in the district.

29

30 **ADJOURN**

31 *A. Voegele motioned to adjourn. E. Nance seconded. Motion carried unanimously.*  
32 *Meeting adjourned at 7:50 PM.*