



BOARD OF COMMISSIONERS

September 29, 2021

7:00 Meeting

Virtual Meeting Details Below

Virtual participation is strongly
recommended

Physical location: 75 Fairfield St., St. Albans

Meeting Agenda:

1. **Adjustments to the Agenda**
2. **Welcome, introductions, opening remarks** –William Irwin, *Chair*
3. **Opportunity for Public Comment**
4. **Minutes of the July 2021 Meeting** (enclosed)
5. **Presentation: Missisquoi Basin Plan**, Karen Bates, VT Department of Environmental Conservation Basin Planner
6. **Commission Reports:** written reports enclosed
 - Finance/Operations**– *Harold Garrett*
 - Personnel** – *Lori Ruple*
 - Executive Committee** – *William Irwin*
 - Project Review** – *Bob Buermann*
 - Transportation Advisory Committee (TAC)** – *Harold Garrett*
 - Energy Committee**- *Bob Buermann*
 - Brownfields Committee** – *Laz Scangas*
 - Regional Plan and Policy Committee**- *Elisabeth Nance*
 - Vermont Economic Progress Council (VEPC)** – *Al Voegele*
 - Green Mountain Transit**- *Bob Buermann/Catherine Dimitruk*
 - Clean Water Advisory Committee**- *Staff*
 - Healthy Roots Advisory Committee**- *Lynn Douglas*
 - Northwest Vermont Regional Foundation**- *Staff*
 - Office**-*Staff*

(over)

7. **American Rescue Plan Act- *discussion item***
Overview of local funds and eligible uses
8. **Justice, Diversity, Equity and Inclusion- *discussion item***
Next steps: recommendation from the Executive Committee
9. **Commissioner Announcements—*discussion item***
10. **Adjourn**

VIRTUAL MEETING DETAILS

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

Join Zoom Meeting via video

<https://us02web.zoom.us/j/84672495167>

Join Zoom via phone

1(312)626-6799

1(646)558-8656

Meeting ID 846 7249 5167

If you have questions about how to participate in this meeting or if you cannot attend please contact NRPC: 524-5958 or AAdams@nrpcvt.com

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1 **BOARD OF COMMISSIONERS MEETING**
2 **NORTHWEST REGIONAL PLANNING COMMISSION**
3 *July 28, 2021 Draft Meeting Minutes*
4

5 The meeting of the Board of Commissioners was held in-person at Kill Kare State Park in St. Albans
6 Town.
7

8 **Attendance**

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

10 Staff: C. Dimitruk, B. Remmers, G. Brunswick, S. Coleman, A. Adams, E. Klofft, K. Lavoie, C. Porcaro, L.
11 Briccetti, M. Valenta, A. Pierce, and J. Goodwin. Guest: Dean Pierce
12

13 Chair B. Irwin began the meeting at 7:10 PM.
14

15 **Adjustments to the Agenda-** None.
16

17 **Welcome, Introductions, Opening Remarks-** Chair B. Irwin welcomed everyone and introductions were
18 made.
19

20 **Opportunity for Public Comment-** None.
21

22 **Minutes of the May 2021 Meeting**

23 B. Irwin asked for any errors and/or omissions. *A. Voegele moved to accept the June 2021 meeting*
24 *minutes. E. Nance seconded. Motion carried.*
25

26 **Commission Reports:**
27

28 Finance/Operations - H. Garrett reported that the Committee did not meet during month of July. He
29 anticipates meeting within the next 6 weeks to address any needed adjustments to the budget.
30

31 Personnel - L. Ruple reported that the Committee did not meet in July. D. Pierce accepted the position of
32 senior planner and welcomed him to staff effective 8/1.
33

34 Executive Committee - B. Irwin reported that the Committee met in June and decided to prompt the
35 board to discuss the potential for NRPC Diversity, Equity, and Inclusion initiatives at this board meeting.
36

37 B. Irwin also mentioned that the construction occurring at the NRPC office was looking good.
38

39 Project Review - B. Buermann reported that there is a new sand shed planned in Fairfax for an existing
40 home business. There are questions about whether the sand shed requires an Act 250 permit. The
review for this project has not been completed.

41 B. Buermann also reported that the Committee discussed a project involving Dorset Street Properties
42 LLC in St. Albans Town. The company plans to put in a walking path along this property which will
43 connect to the Missisquoi Valley Rail Trail. The Committee would like to encourage the property owner
44 to allow bikes on their walking path.

45 Additionally, two cell tower projects came up before the Committee - Bell Atlantic Mobile Systems of
46 Allentown, Inc. and Cellco Partnership (Verizon), as well as Industrial Tower and Wireless, LLC. The

47 Committee has requested that both applicants determine if it is possible to collocate their services on
48 one tower.

49 B. Buermann also reported on a project at Franklin Park West LLC (auto dealership) in St. Albans Town.
50 The dealership is currently in the process of establishing an additional shop across the street from the
51 existing building. The Committee determined that the lack of sidewalks along the roadway does not
52 conform with the regional plan, but that they don't believe the project has a substantial regional impact.

53
54 *K. Waite motioned for ratification of the Franklin Park West LLC decision. E. Nance seconded.*
55 *Motion carried with two votes against.*

56
57 Transportation Advisory Committee - H. Garrett reported that the Committee did not meet but are
58 planning to meet at the end of August. H. Garrett also mentioned that the state has said construction on
59 Route 78 will be finished in 2025, and that they have been pushing the state for long term fixes on Route
60 78 for years. The need for this construction was highlighted by the recent Route 78 culvert collapse in
61 Swanton which led to a 70-mile detour. R. Noel asked for clarification as to why TAC assignments were
62 not made. C. Dimitruk responded that these assignments must be made by municipalities.

63
64 Energy Committee - B. Buermann reported that the Committee did not meet.

65
66 Brownfields Committee - G. Brunswick reported that the Committee did not meet in July, but will meet
67 in August. The 2019 brownfields assessment grant is currently being spent down, and the Committee is
68 looking forward to supplementing the assessment program with additional funding from the state.
69 \$200,000 in funding for the Brownfields Revolving Loan Fund has also been received to replenish the
70 loan and subgrant, and will be allocated to new sites soon.

71
72 Regional Plan Committee - E. Nance reported that the Committee did not meet but will meet in August.

73
74 Municipal Plan Review Committee - R. Brown reported that the Committee did not meet.

75
76 VT Economic Progress Council - A. Voegele reported that the Committee did not meet.

77
78 GMT - C. Dimitruk reported that the Committee did meet. The majority of the meeting discussion was
79 centered around an update that was given on union contract negotiations.

80
81 CWAC - Did not meet.

82
83 Healthy Roots Advisory Committee - The Committee did not meet but intends to find a meeting day
84 soon.

85
86 NW VT Regional Foundation - Did not meet.

87
88 **Staff Reports:**

89 B. Irwin acknowledged the staff's great work and informed members to look through the
90 accomplishments listed in the packet.

91

92 S. Coleman thanked the Commission for their support of emergency management over the years and
93 credited the Commissioners with making a difference in the success of the region's response to the
94 Covid-19 pandemic.

95
96 **Committee Assignments**

97 B. Irwin stated that the Committee assignments were listed in the packet and noted that Committees
98 are the most important working arm of this Commission. A. Voegelé asked why the Energy Committee
99 isn't listed in the Committee Assignments portion of the packet. C. Dimitruk responded that the Energy
100 Committee members are appointed by the municipalities. Y. Dandurand added that the change from the
101 Commission to the municipalities appointing Energy Committee members occurred around 2008. A.
102 Voegelé stated that he thinks the Commission should look into appointing Energy Committee members
103 again.

104
105 *C. Steen motioned to ratify Committee assignments. R. Noel seconded. Motion carried.*

106
107 **Healthy Roots Advisory Committee Representative:**

108 B. Irwin explained that the Commission is looking to fill a seat on the Healthy Roots Advisory Committee.
109 L. Douglas was brought forth as a nominee. No additional nominations were proposed.

110
111 *A. Voegelé motioned to close nominations. C. Steen seconded. Motion carried. Vote appointing L.*
112 *Douglas to Healthy Roots Advisory Committee carried.*

113
114 **Transportation Planning Initiative:**

115 B. Remmers reported that the TAC has reviewed the FY2022 work program and motioned for approval
116 in May and June, pending NRPC board ratification. B. Irwin questioned why language on restoring
117 passage to Montreal was removed from the work program. B. Remmers responded that although this
118 language has been removed it is covered in other areas of the workplan and it is still a priority for the
119 region.

120
121 *K. Waite motioned to approve the FY2022 work program. A. Voegelé seconded. Motion carried.*

122
123 A. Voegelé asked if there were any plans for the TAC to encourage tourism from Canada once the border
124 is reopened on August 21st. B. Remmers responded that the TAC recognizes the importance of this
125 connection and would like to get a speaker at their next meeting to discuss this issue. A. Voegelé added
126 that he was concerned by the increased federal agent presence and the number of cameras at the
127 border and would like to voice these concerns to the federal government. B. Irwin clarified that the
128 federal border presence is beyond the Commission's scope but that the Commission should feel free to
129 express complaints. S. Coleman noted that the Commission was directly involved with saving the Morses
130 Line Border Crossing when approached by the Town of Franklin and Highgate. The federal government
131 had plans to close it. C. Steen asked for clarification on whether border land use is subject to Act 250
132 review. H. Garrett said that border matters are exempt, and added that border towns could ask federal
133 representatives to attend a public meeting so that residents can express their concerns. A. Voegelé
134 suggested turning this question over to the Executive Committee to discuss further. B. Irwin affirmed
135 that the Executive Committee would look into the situation.

136
137 **Diversity, Equity, and Inclusion:**

138 B. Irwin reminded the Commission that representatives from across Vermont spoke at the last meeting
139 about their DEI initiatives. Following this conversation, the Executive Committee met and thought that it

140 would be appropriate to consider specific community engagement and other actions in addition to
141 releasing a statement of inclusion which could be drafted prior to the board's September meeting. He
142 added that the Executive and Regional Plan Committees can work to produce a draft.

143

144 *A. Voegele motioned to endorse this approach. E. Nance seconded.*

145

146 A. Voegele stated that VLCT has a committee to discuss these issues, and that it is clear to him from his
147 experience on the committee that there are serious challenges inherent to being a minority in Vermont.
148 He also added that more BIPOC people in Vermont can help to expand both Vermont's industries and
149 the perspectives of white Vermonters. S. Jensen and R. Noel shared their hardships as French-speaking
150 children and how they were treated by others. C. Dimitruk stated it is important to discuss not just
151 people who may move to Vermont but people who are already here, and that it is important to think
152 about income, education levels, disability status and other perspectives in addition to race and
153 nationality. L. Douglas stated that the Executive Committee would like to adjust the regional plan to
154 highlight equity issues, including issues facing the region's indigenous population. K. Waite added that
155 change starts with the members of the Board, and then the change can go broader. B. Irwin reminded
156 the Board that this will be a long-term effort and that the immediate vote is for the initial steps.

157

158 *Motion carried.*

159

160 **Commissioner Announcements**

161 Y. Dandurand thanked the Executive Committee for accepting the draft letter he had sent on reopening
162 the US/Canada Port of Entry.

163

164 **Adjournment**

165 *E. Nance motioned to adjourn. H. Garrett seconded. Motion carried.*

166

167 Meeting adjourned at 8:17 PM.

Board of Commissioners
FY 20
Attendance

Town	Board Member	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	Jun
Frkln Cty Youth	Eagan Murphy	X											
Gl Cty Youth	vacant		N										
Alburg Town	Alton Bruso		O										
Alburg Town	Terry Tatro												
Alburg Village	Terry Tatro		M										
Alburg Village	Vacant		E										
Bakersfield	Bill Irwin	X	E										
Bakersfield	vacant		T										
Berkshire	Vincent Hickey	Excused	I										
Berkshire	Claude Charron		N										
Enosburg Falls	Leonard Charron		G										
Enosburg Falls	Sean Kio	Excused											
Enosburgh Town	Sean Kio	Excused											
Enosburgh Town	vacant												
Fairfax	Colleen Steen	X											
Fairfax	vacant												
Fairfield	Alisha Larocque												
Fairfield	Brian Dubie	Excused											
Fletcher	Lynn Douglas	X											
Fletcher	Lori Ruple	X											
Franklin	Yvon Dandurand	X											
Franklin	Wesley Kempton	Excused											
Georgia	Scott St. Onge												
Georgia	Kirk Waite	X											
Grand Isle	Barclay Morris	Excused											
Grand Isle	Howard Demars	Excused											
Highgate	Vacant												
Highgate	Richard Noel	X											
Isle La Motte	Sylvia Jensen	X											
Isle La Motte	Vacant												
Montgomery	Charlie Hancock												
Montgomery	Vacant												
North Hero	Andy Alling	X											
North Hero	Vacant												
Richford	Rowena Brown	X											
Richford	Vacant												
Sheldon	Vacant												
Sheldon	Jeff Kane												
South Hero	Peter Zamore	X											
South Hero	Bob Buermann	X											
St. Albans City	Marty Manahan												
St. Albans City	Lazarus Scangas	Excused											
St. Albans Town	Sara Hadd	X											
St. Albans Town	Albin Voegele	X											
Swanton Town	Harold Garrett	X											
Swanton Town	Ross Lavoie												
Swanton Village	Elisabeth Nance	X											
Swanton Village	Neal Speer	X											

OF MUNICIPALITIES
QUORUM = 12

13

Northwest Regional Planning Commission
Profit & Loss Budget vs. Actual
July through August 2021

	Jul - Aug 21	Budget	\$ Over Budget	% of Budget
Income				
4016 · EDA	0.00	535,000.00	-535,000.00	0.0%
4026 · Grants in Aid Pilot Program	0.00	3,841,947.00	-3,841,947.00	0.0%
4027 · Healthy Roots	5,080.49	82,714.00	-77,633.51	6.14%
4028 · United Way	0.00	20,000.00	-20,000.00	0.0%
4030 · ACCD	157,517.24	323,908.00	-166,390.76	48.63%
4035 · VAOT	0.00	258,200.00	-258,200.00	0.0%
4045 · Public Safety	0.00	71,500.00	-71,500.00	0.0%
4047 · Municipal Assessments	62,377.00	62,377.00	0.00	100.0%
4050 · Municipal Contracts	0.00	108,300.00	-108,300.00	0.0%
4054 · Other State Grants	0.00	20,000.00	-20,000.00	0.0%
4055 · Other Federal Grants	0.00	338,000.00	-338,000.00	0.0%
4056 · VANR	3,605.22	192,636.00	-189,030.78	1.87%
4059 · RSEP-St. Albans Town & City	0.00	6,000.00	-6,000.00	0.0%
4075 · VOREC	35,033.38	0.00	35,033.38	100.0%
4080 · Misc. Income	0.00	163,000.00	-163,000.00	0.0%
4082 · NWCUD-Admin Agreement	0.00	8,000.00	-8,000.00	0.0%
Total Income	263,613.33	6,031,582.00	-5,767,968.67	4.37%
Expense				
5010 · Salaries & Wages	149,922.45	929,977.00	-780,054.55	16.12%
5015 · Employer Social Security	9,119.61	56,418.57	-47,298.96	16.16%
5016 · Employer Medicare	2,132.81	13,194.67	-11,061.86	16.16%
5020 · Fringe Benefits	29,953.23	213,272.00	-183,318.77	14.05%
5030 · Travel	1,130.72	12,400.00	-11,269.28	9.12%
5040 · Advertising	0.00	6,200.00	-6,200.00	0.0%
5055 · Insurance-Liability	746.00	8,500.00	-7,754.00	8.78%
5060 · Library	120.00	0.00	120.00	100.0%
5080 · Meetings	1,466.00	8,000.00	-6,534.00	18.33%
5085 · Membership Dues	2,325.00	14,000.00	-11,675.00	16.61%
5090 · Technology and GIS	0.00	6,400.00	-6,400.00	0.0%
5093 · Equipment	0.00	10,000.00	-10,000.00	0.0%
5095 · Software	0.00	16,800.00	-16,800.00	0.0%
5100 · Supplies & Furniture	6,866.80	90,000.00	-83,133.20	7.63%
5660 · Postage	250.00	2,500.00	-2,250.00	10.0%
5680 · Printing & Copies	671.82	5,000.00	-4,328.18	13.44%
5700 · Telephone	836.13	10,000.00	-9,163.87	8.36%
6300 · Professional Services	54,340.00	4,513,147.00	-4,458,807.00	1.2%
6400 · Building/Utilities	23,280.98	50,508.00	-27,227.02	46.09%
6560 · Payroll Expenses	323.40	50,508.00	-50,184.60	0.64%
Total Expense	283,484.95	5,966,317.24	-5,682,832.29	4.75%
Net Ordinary Income	-19,871.62			

Open Invoices as of August 31, 2021 \$382,286.85 Original Mortgage

Franklin County Industrial Dev Corp - outstanding mortgage	\$91,807.93	\$130,000
NEFCU - outstanding mortgage	\$66,979.55	\$92,433.39

Northwest Regional Planning Commission
Aug 31, 21
Balance Sheet
As of August 31, 2021

Current Assets	
Checking/Savings	
1000 · People's Checking Account	108,084.65
1020 · People's Money Market Account	11,038.38
1035 · New England Federal Cr~1Year CD	44,612.44
1036 · New England Fed Cr-CD 5 Year	64,012.92
1040 · Union Bank	73,221.83
1080 · Petty Cash	9.05
Total Checking/Savings	300,979.27
Accounts Receivable	
1200 · Accounts Receivable	382,286.85
Total Accounts Receivable	382,286.85
Other Current Assets	
1400 · Prepaid Software	5,679.20
1499 · Undeposited Funds	31,034.25
Total Other Current Assets	36,713.45
Total Current Assets	719,979.57
TOTAL ASSETS	<u>719,979.57</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	163,194.03
Total Accounts Payable	163,194.03
Other Current Liabilities	
Payroll Liabilities	-38.58
2100 · Employee Health Ins. Payable	-904.77
2106 · Dental Insurance Payable	-242.84
2110 · Health Equity	6,617.40
2111 · Direct Deposit Liabilities	0.05
2120 · Accrued Payroll	9,011.13
2130 · Accrued Vacation	48,509.64
2200 · Federal Withholding Tax Payable	1,544.00
2210 · Social Security Tax Payable	1,912.94
2212 · Medicare Tax Payable	447.40
2213 · VT Tax Withholding Payable	1,839.67
2215 · Retirement Payable	6,014.69
Total Other Current Liabilities	74,710.73
Total Current Liabilities	237,904.76
Total Liabilities	237,904.76
Equity	
3000 · Opening Bal Equity	270,000.00
3900 · Fund Balance	231,946.43
Net Income	-19,871.62
Total Equity	482,074.81
TOTAL LIABILITIES & EQUITY	<u>719,979.57</u>

Committee and Staff Reports, September 2021

Finance/Operations – *Harold Garrett*. The committee did not meet.

Personnel Committee- *Lori Ruple*. The committee met and discussed FY 21 reviews and FY 22 staffing. The new energy/climate planning position will be advertised in the next week.

Executive Committee- *William Irwin*. The committee met and discussed FY 21 reviews and 22 staffing, justice, equity, diversity and inclusion and office and project updates.

Project Review – *Bob Buermann*. The committee met in June; the June business report is enclosed.

Transportation Advisory Committee (TAC) – *Harold Garrett*. The committee last met on August 12th and had a presentation from VTrans staff on the Vermont Freight Plan update. Committee members who attended in person were able to tour the new St Albans Town public works facility after the meeting.

Energy Committee- *Bob Buermann*. The committee did not meet, but will plan to begin meeting again in late summer or early fall to participate in and comment on the state's comprehensive energy plan and climate action plan.

Brownfields Committee – *Laz Scangas*. No meeting in August. Staff is anticipating an award of state assessment dollars in October. Staff will be preparing a new EPA Assessment Grant application to replenish funds, due December 1.

Regional Plan Committee- *Elisabeth Nance*. The committee meetings in August and September were cancelled. The committee will meet in October.

Municipal Plan Review Committee – *Rowena Brown*. The committee did not meet.

Vermont Economic Progress Council (VEPC) – *Al Voegele*. No regional projects on the agenda in August or September.

GMT- *Bob Buermann/Catherine Dimitruk*. The GMT board reviewed a draft urban driver contract and heard an update on other union contract negotiations.

Clean Water Advisory Committee- *Staff*. The committee did not meet.

Transportation

- New kiosks, signage, bike repair stations and bike racks along the Missisquoi Valley Rail Trail have been installed! This project was funded by a Vermont Outdoor Recreation Collaborative (VOREC) and implementing the Marketing and Wayfinding Plan.
- Staff conducted outreach to sign more MVRT trail friendly businesses up and add them to the interactive trail map on the MVRT website.
- Staff is serving as the Municipal Project Manager for the towns of Montgomery and Franklin on VTrans Transportation Alternatives grant projects on Longley Bridge Road and Pidgeon Hill Road. The Franklin project has submitted conceptual plans to VTrans that are under NEPA review. The Montgomery project has received NEPA clearance and is moving into the Right-of-Way phase.
- NRPC will be meeting with VTrans and Swanton Village staff on September 27th to discuss short and long-term repairs needs for Bridge B6 on VT Route 78 over the Missisquoi River.

Emergency Management

- Assisted Swanton Village and Town and Enosburgh Town and Enosburg Falls with finalizing annual Local Emergency Operations Plan.
- Activated to assist Individual and Family Assistance Task Force with recovery activities related to severe flooding events in Southern VT.
- Activated to assist State Emergency Operations Center during Tropical Storms Fred, Henry and Ida.
- Administrative support for the Northwest VT Medical Reserve Corps program and all their efforts supporting state sponsored Covid-19 vaccination clinics.
- NRPC continues to provide on-going support for Highgate's FEMA Mitigation Grant for the Highgate Landfill and Transfer Station Road project.

GIS

- Continued to work on updating each municipality's Road Atlas and the Community Maps (E-911).

Municipal Planning

- Technical assistance to Alburgh, Berkshire, Enosburg Falls, Fairfield, Fletcher, Franklin, North Hero, Sheldon, South Hero, Fletcher, Franklin, Montgomery, Highgate and Richford.
- Working with the Alburgh Child Care Center project partners on planning the preconstruction and construction phase of the project, including grant administration. Staff is procuring for a Construction Manager for preconstruction and construction services for the project, which will be funded in part by a USDA Rural Business Development grant.
- Bakersfield, with support from NRPC, submitted a Planning Grant and Environmental Review for the Brigham Academy redevelopment project through Community Development Block Grant program.
- Providing assistance to North Hero on landing strip and helipad regulations and overall bylaw updates.
- Working with the City of St. Albans and the Almond Blossoms child care facility to provide grant management services for a renovation that will add 30 child care spots.
- Working with the Town of Fairfield and the Fairfield Community Center to complete the Environmental Review process for a VCDP CARES Act grant; the application will support a project to build an outdoor pavilion for the Center's activities.
- Assisting East Fairfield Fire District #1 with an income survey and identifying grant funding to replace a cover on their reservoir.
- Working with the Town of Highgate and their wastewater feasibility consultant on an application to the Clean Water State Revolving Fund for final design of wastewater management for the Village Core property and communicating the preliminary engineering report on wastewater solutions to the community. This work is funded by a Municipal Planning Grant. Final presentation on the preliminary engineering report is on October 7th.
- Provided grant administration and project oversight to the South Hero Fire District #4 and Cathedral Square for water line extension work that will serve a new senior housing development and home for CIDER. The water line extension work is complete.
- Providing Highgate and Sheldon with on-going zoning administrator services.
- Participating on the project management team for the Vital Village Streetscape Scoping Study in the Village of Enosburg Falls. Staff is coordinating with the team on revisions to the alternatives based on feedback from a community survey.
- Participating in a series of meetings on economic development strategic planning for the Town of Richford coordinated by the Vermont Council on Rural Development.
- Assisting the Town of Fletcher with updating its Town Plan.
- Working with the Town of Berkshire to apply for a Village Designation.
- Assisting the Planning Commission with minor bylaw updates and a bylaw modernization grant application to ACCD for more extensive bylaw updates that will aim to reduce barriers to housing choice and

affordability. This work is completed for the Town of Fairfax under a yearlong contract for planning services beginning as of July 1, 2021.

- Working with the Town of Alburgh to complete a Municipal Planning Grant funded program to plan for recreation opportunities in an underutilized portion of the Alburgh Industrial Park.
- Assisting several towns with applications to the Municipal Planning Grant Program.
- Coordinating with several towns on a consortium application to the bylaw modernization grant program made possible by a one-time appropriation from the VT Legislature to reduce regulatory barriers to housing choice and affordability.

Water Quality

- NRPC onboarded a new Senior Water Resources Planner.
- Three staff members Attended On-Farm Water Quality session in Franklin.
- Water resources planner assumed Regional Stormwater Education Program coordination and initiated scheduling of quarterly meeting with St. Albans City and Town.
- Reviewed and commented on draft Tactical Basing Plans for Basin 6 and Basin 7 and coordinated with Basin planners on review process and hearings.
- Staff conducted outreach and assembled project reports for Year 1 and Year 2 project development block grants.
- Water resources planner reviewed plans and coordinated with engineer completing design plans for Richford stormwater projects.
- Distributed information to potential participants in Bioblitz program.
- Water resources planner reviewed multiple water quality issues, including Maquam shore situation, with VT Department of Environmental Conservation staff.
- Staff has prioritized projects that were identified in the road erosion inventory of private and state parks roads in the Lake Carmi watershed. Landowner meetings are being coordinated and technical designs will be developed for 2-5 projects with the goal of construction next year. This work is being funded through a Lake Champlain Basin Program grant

Northern Vermont Economic Development District (NVEDD) and Community/Economic Development

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 Grand Isle Economic Development Corporation.

- Recovery Coordinators are meeting monthly with NVEDD Leadership to develop District Recovery Plan as required by EDA Grant, and to discuss various projects throughout the district to coordinate efforts and leverage capacity.
- NRPC is supporting projects in Enosburg, Bakersfield, St. Albans City, LVRT, as well as efforts in homelessness & housing, and workforce & business support.
- Staff are developing model town plan language and bylaw related to accessory on-farm businesses under the EDA Disaster Resiliency Grant.
- Staff is providing grant management assistance to Northern Border Regional Commission grantees. Four FY21 grantees were awarded in the NVEDD service region, but none in the NRPC region this year.

Municipal Grants in Aid (GIA) Project

- Staff is coordinating transition of the program from DEC to VTrans for the FY22 program.
- Staff is coordinating equipment purchase program enrollment for the FY22 program. Eligible municipalities in the NRPC region are those with majority area in the Northern Lake Champlain watershed. The deadline to submit Letters of Intent to participate is October 8.
- Conducting post construction site visits with NRPC municipalities that are enrolled in the FY21 Best Management Practices (BMP) program. The deadline to complete projects is October 31. Staff is also scheduling site visits with towns enrolled for FY22.

- Coordinating RPC municipal assistance efforts statewide to support the FY22 program. There are 230 municipalities enrolled in the FY22 BMP construction program.

Healthy Roots Collaborative- <https://www.healthyrootsvt.org/>

- Everyone Eats has been extended through December. Healthy Roots has distributed 26,500 meals since the beginning of the program.
- Visited the Isle La Motte school alongside Patrick Helman (Sandy Bottom Farm), Sylvia Jensen and South Hero Land Trust to explore the use of the commercial kitchen for farm and food producers in our region.
- Held the 4th Annual Statehouse to Farm House on September 13th at the Choiniere Family Farm in partnership with the Franklin County Natural Resources Conservation District. Attendees included 23 farmers, legislators, local policy makers and community members.

Northwest Vermont Communications Union District (NWCUD)

- Assisted with procuring a bookkeeper, broadband consultant, and executive director.
- Assisted with finalizing a third-party review of the Regional Broadband Feasibility Study which will then be used to develop a business plan for implementing an open access fiber network.
- Applied for broadband preconstruction grants.
- Continue to participate in Governing Board, PMO, Finance and Communications Subcommittee meetings as well as meeting with newly formed Vermont Community Broadband Board.
- Provided an array of administrative support (municipal recruitment, board and subcommittee support, grant and potential resource coordination with neighboring CUDs in Lamoille and NEK, liaison with Public Service Department and track broadband legislation).
- For more information, please visit the NWCUD website: <https://www.nwcud.com/>

Office and Building

NRPC is moving forward on the gradual re-opening of the office. Masks are required in the office for all visitors. Installation of new building siding has been completed and painting is also complete. Window replacement and installation of a vehicle charging station are the next projects.

Project Review Committee: Monthly Business Report

**Month: August 2021
Project Reviews**

-
- 1) **Project Type: Act 250- Danker Properties III, LLC**
Project Location: 701 Highgate Road, St. Albans Town, VT
Substantial Regional Impact: Yes No (*If yes, Board action required*)
- *Project Details:* Construction of a 7 bay, auto detailing accessory building.
 - *Project Comments:* The Committee found that the project did not have a substantial regional impact and that it was in conformance with the regional plan.
 - *Conformance with Regional Plan:* Yes No
-
- 2) **Project Type: Act 250- Celtics6 Holdings, LLC**
Project Location: 237 Shore Acres Drive, North Hero, VT
Substantial Regional Impact: Yes No (*If yes, Board action required*)¹
- *Project Details:* Construction of a 97 seat lakeside restaurant, and with associated parking.
 - *Project Comments:* The Committee had questions about the traffic impacts, and stormwater infrastructure associated with the project.
 - *Conformance with Regional Plan:* Yes No
-
- 3) **Project Type: Act 250- Malone Dorset Street Properties, LLC**
Project Location: 0 Village Drive, St. Albans Town, VT
Substantial Regional Impact: Yes No (*If yes, Board action required*)
- *Project Details:* Construction of a gravel walking path along open space from Parah Drive to Village Drive.
 - *Project Comments:* The Committee found that the project did not have a substantial regional impact and that it was in conformance with the regional plan. The Committee noted that while the path was in conformance, it does not replace the requirement for sidewalks.
 - *Conformance with Regional Plan:* Yes No
-
- 4) **Project Type: Section 248- E. South Hero Co, LLC**
Project Location: 21 Eagle Camp Road, South Hero
Substantial Regional Impact: Yes No (*If yes, Board action required*)
- *Project Details:* 45-day notice for a 4.99 MW battery energy storage system.
 - *Project Comments:* The Committee discussed fire safety associated with project. The Committee requested that the applicant provide evidence of outreach to the local fire department.
 - *Conformance with Regional Plan:* Yes No
-
- 5) **Project Type: Section 248- SMS Solar Array, LLC**
Project Location: 21 Eagle Camp Road, South Hero
Substantial Regional Impact: Yes No (*If yes, Board action required*)
-

- *Project Details:* 45-day notice for a 150 kW solar array. Applicant is requesting preferred site status.
- *Project Comments:* The Committee deemed the project as a preferred site.
Conformance with Regional Plan: Yes *No*

Staff Reviews: New Cingular Wireless PCS, LLC, St. Albans Town

Board Action Necessary: None

Project Review Committee: Monthly Business Report

**Month: September 2021
Project Reviews**

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- 1) **Project Type: Section 248a- Industrial Tower and Wireless, LLC**
Project Location: 22 Toof Road, Fairfax, VT
Substantial Regional Impact: Yes No (*If yes, Board action required*)
- *Project Details:* Construction of a 155' tall telecommunications tower.
 - *Project Comments:* The Committee reviewed the applicant's response to questions and the aesthetic impact analysis. The Committee found that the project was in conformance with the regional plan and did not have a substantial regional impact.
 - *Conformance with Regional Plan:* Yes No
-
- 2) **Project Type: Section 248- SMS Solar Array, LLC**
Project Location: 428 S. Main Street, St. Albans, Vermont
Substantial Regional Impact: Yes No (*If yes, Board action required*)
- *Project Details:* 150 kW solar array.
 - *Project Comments:* The Committee found that the project was in conformance with the regional plan and did not have a substantial regional impact.
 - *Conformance with Regional Plan:* Yes No
-
- 3) **Project Type: Act 250-Celtics6 Holdings, LLC**
Project Location: 237 Shore Acres Drive, North Hero, VT
Substantial Regional Impact: Yes No (*If yes, Board action required*)
- *Project Details:* Construction of a 97-seat lakeside restaurant, and associated parking.
 - *Project Comments:* The Committee reviewed the applicant's response to Committee questions. The Committee found that the project was in conformance with the regional plan and did not have a substantial regional impact.
 - *Conformance with Regional Plan:* Yes No
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- 4) **Project Type: Act 250-Vermont Agency of Transportation**
Project Location: 629 Airport Road, Highgate, VT
Substantial Regional Impact: Yes No (*If yes, Board action required*)
- *Project Details:* Clearing of 16.5 acres of trees above 25' for the purposes of obstruction removal.
 - *Project Comments:* The Committee discussed the potential natural resources and economic impacts of the project. The Committee found that the project was in conformance with the regional plan and did not have a substantial regional impact.
 - *Conformance with Regional Plan:* Yes No

Staff Reviews: Act 250- Northwestern Medical Center, Alexander Fredrich- Garage

Board Action Necessary: None.
