Executive Board  
August 12, 2014  
WRC Conference Room

Commissioners Present: Jodi French (Chair), Maggie Bartenhagen, Heath Boyer, Tom Buchanan, Tom Consolino, Jack Cunningham, Carolyn Partridge, Denis Pinkernell, Lew Sorenson, Norm Wright  
Excused: Corky Elwell, Piet van Loon  
Staff Present: Chris Campany, Ashley Collins  
Convened: 7:00PM

Administrative Reports:  
Secretary’s Report: On a motion by T. Consolino, seconded by J. Cunningham, the minutes from the June meeting were approved.  
Treasurer’s Report: On a motion by T. Consolino seconded by J. Cunningham the Treasurer’s Report was approved.

FY2015 Work Plan & Budget: Executive Director Chris Campany presented the FY2015 Draft Work Plan, and Treasurer/Finance Committee Chair Norm Wright presented the FY2015 Draft Budget to the Board. Chris explained different aspects of the plan and budget that had changed from the previous year including: a statement in the work program explaining that the performance measures associated with our contract with the Agency of Commerce and Community Development are negotiated between all of the Regional Planning Commissions (RPC’s) in Vermont and the agency; he also explained details regarding the funding from the Agency of Commerce and Community Development (ACCD). There is an expected surplus for the end of the WRC fiscal year, and the budget for FY 2015 retains an assumed 4% reduction in State of Vermont funding. Chris explained that the primary difference between the draft budget presented in June and the final work program and budget presented here was that the anticipated surpluses flipped; that we’re anticipating an end of year surplus of $15,000 for FY 14 and $10,000 for FY 15. In June the inverse was predicted. On a motion by D. Pinkernell, seconded by C. Partridge the FY2015 Work Plan was approved as presented. On a motion by J. Cunningham seconded by T. Consolino the FY2015 Budget was approved as presented.

Nominations: C. Partridge gave an update on the nominations ahead of the next Full Commission meeting, which is the Annual Business Meeting. The current slate of officers will again be nominated, as will the current Exec Board members with the exception of Tom Buchanan, and Citizen Interest Commissioner Corky Elwell. T. Buchanan has asked to step down from the Exec Board and as a Commissioner representing Londonderry at the end of this fiscal year. Nominees for these vacancies are being solicited. Four Citizen Interest Commissioners will be replaced; Business & Industry, Conservation, Health Care, and Natural Resources. Nominees for these positions are being solicited. Carolyn has confirmed that the other Citizen Interest Commissioners are willing to
continue their service. There was a suggestion to change the “Health Care” title to “Healthy Communities Representative” and the Board was in agreement to this change.

**Regional Plan Update:** The Committee held another public hearing on the draft plan and received additional comments and feedback, including some from the Department of Conservation and the Agency of Natural Resources (ANR). ANR explained that they are trying to move away from the “fluvial erosion” language and refer to it as river corridors instead. The Department of Housing and Community Development also reviewed the draft plan and said all deficiencies were corrected and “approved” our plan. The RPU Committee suggested adding a footnote in the plan citing the fluvial erosion language; they also suggested adding a note about the Transportation Plan as an Addendum in the table of contents to facilitate plan navigation. On a **motion** by H. Boyer, seconded by C. Partridge to approve the plan as presented and send to the Full Commission for a vote was **approved**.

**Open Meeting Law:** The new open meeting law states that draft minutes must be on the website within 5 days of the meeting, and it was unclear whether the five day deadline includes weekends and holidays. It was suggested that minutes can include the voting and action items to be posted within the five day deadline, and then minutes can be edited to add more detailed discussions afterwards. There was an extended discussion on this matter about draft minute expectations and the need for committee chair review before draft minutes could be posted to the website. N. Wright **moved** that the discussion be tabled until they get more clarity on the new law; seconded by J. Cunningham, motion was **approved** and WRC will continue to post minutes as they have been approved.

**Revolving Loan Fund (RLF):** New England Youth Theater (NEYT) has approached Brownfields for a $200,000 grant and loan combination for the Elm Street location. The breakdown of amounts is $125,000 for the loan request, and $75,000 for the grant; NEYT would need to come up with $40,000 match for this particular project. On a **motion** by T. Consolino, seconded by C. Partridge to approve the loan/grant combination for NEYT was **approved**.

**Executive Director’s Report:**

1. Executive Director Chris Campany mentioned that Associate Director Susan McMahon will be traveling to Denver, CO to accept an award for planning innovation for proactively planning around the Vermont Yankee closure.
2. Chris explained that the Public Service Board (PSB) was required by statute to revisit definitions in Section 248a, which deals with telecommunications facilities (substantial deference and good cause). The Regional Planning Commission’s (RPC’s) were not included in the initial announcement by the PSB. Chris sent an initial and follow up request for an extension of the deadline for responses. He also asked the other 10 RPCs through the Vermont Association of Planning and Development Agencies to write the PSB, as well as the Public Service Department’s Public Advocate., The RPC’s were given an additional 5 days to respond. The Board was in full support of Chris to keep pushing this issue with the PSB.
3. Chris presented and explained the Agency of Commerce and Community Development (ACCD) contract to the Board.
4. T. Buchanan made a **motion** that Executive Director Chris Campany is granted authority to file a letter to the PSB at his discretion, it has been reviewed by the Project Review Committee; the motion was seconded by N. Wright, motion was **approved**.
Committee Reports:

**Energy:** There was no recent meeting of the Committee. H. Boyer informed the Board that SEON is asking the Energy Committee and WRC to support a program of solarization in towns by communicating with Energy Coordinators. There will be a forum in September with multiple agencies represented. The Board was in general agreement that there are sufficient sponsors of this effort without the WRC.

**Project Review:** J. Cunningham gave a brief update on current applications and projects that the Committee is reviewing including: Section 248s applications for cell towers, a self storage project in Guilford, and the Hermitage Club at Haystack.

Brownfields:
Community Development:
Emergency Planning:
Finance:
LEPC:
Natural Resources: No Meeting / Nothing to Report
Nominating:
Planning Coordination:
Public Policy & Legislative:
Regional Plan Update:
Transportation:

N. Wright made a motion to accept the Committee reports, seconded by T. Consolino; committee reports were accepted.

N. Wright moved adjournment.
**Meeting Adjourned: 9:04PM**

Respectfully Submitted,
Ashley Collins