Executive Board  
September 13, 2011  
WRC Conference Room

Commissioners Present: Tom Buchanan, Fred Bullock, Melinda Bussino, Corky Elwell, Jodi French, John Whitman

Excused: Elaine Beckwith, John Kristensen, Carolyn Partridge, Norm Wright,

Guests Present: Brian Minns, FEMA Public Assistance Coordinator; Denise Worhach, FEMA Public Information Officer; Lauren McLane, FEMA Area Field Office Branch Director; Tommie Styons, FEMA; Edward LeBlanc, USACE;

Staff Present: Chris Campany, Ashley Collins, Susan McMahon, Dinah Reed, Mike Shaughnessy

Convened: 10:06am

Administrative Reports:
Secretary's Report: On a motion by Jodi, seconded by Corky, the minutes from the August meeting were approved.

Treasurers Report: On a motion by Jodi, seconded by Corky, the Treasurers’ report was approved. It was mentioned that due to the recent emergency disaster, the work plan that was previously voted on may change a bit due to the flood disaster relief efforts.

Executive Director's Report:
- Chris provided the board with updates regarding WRC’s role with disaster recovery in response to Tropical Storm Irene. He explained that the WRC is working with towns to gather information regarding road status updates, so that the staff can provide as much up to date information to the general public as possible. VTrans has designated technical assistance responsibilities to the RPC’s, and VTrans will be focusing on state roads. The WRC has thus far primarily focused on the needs of towns as related to public infrastructure, though we have provided assistance to FEMA as they have tried to reach out to towns concerning assistance needed by individuals and businesses.
- Chris introduced members from FEMA who were present, after which they each gave a brief description of what their job entails and how they will be responding to Tropical Storm Irene disaster region-wide.

Committee Reports:
Brownfields: Susan McMahon was present to ask for a letter for Friends of Algiers Village Brownfields project. The Friends of Algiers Village are working with the Windham and Windsor Housing Trust to redevelop a property for affordable housing in the Village. The letter is to request a $20,000 grant assistance from Southern Windsor County Regional Planning Commission (SWCRPC) through their revolving loan fund. A support letter for this grant was drafted and brought to the Executive Board for approval. On a motion by Jodi, seconded by John W. the letter of support was approved for Melinda to sign; with one grammatical correction to be changed.
Community Development: The Committee minutes were distributed for review; there were no questions or discussions regarding the minutes. There was some concern expressed about the declining number of available affordable housing units (before the flooding due to the Tropical Storm Irene, and after the Brooks House fire). There was also some discussion about the Southeast Vermont Economic Development Strategy (SEVEDS) and other reports.

Energy: The Committee minutes were distributed for review; there were no questions or discussion regarding the minutes. Tom announced that the State Comprehensive Energy Plan is being prepared by the State and the Committee will have thirty days to respond with comments. He asked that a motion be passed for Chris Campany to sign off on any comments to be submitted, due to the fact that it will not be available at the next Executive Board meeting. On a motion by Jodi, seconded by John W, the motion was approved. Tom also mentioned that the Committee has approved the remainder of the state money for energy efficiency retrofits to be used on in-house work that would produce educational products that are informed by energy retrofit lessons learned for use by the towns and the general public.

LEPC: The Committee minutes were distributed for review; there were no questions or discussion regarding the minutes. There was some brief history given on the 211 Emergency Numbers. They were overwhelmed with the high volume of calls, and were not designed to deal with a disaster of the magnitude of Irene. There is a mass casualty exercise scheduled for November. Dinah Reed is currently working on bringing a school crisis workshop to the region.

Natural Resources: The Committee minutes were distributed for review; there were no questions or discussion regarding the minutes. John W. mentioned that the August meeting had three guest speakers present (County Foresters), and the meeting was a success.

Nominating: The work of the Committee is complete, and Charlie Goodwin will present the nominations slate at the Commission’s annual business meeting on September 27th.

Planning Coordination: The Committee minutes were distributed for review; there were no questions or discussion regarding the minutes. The Town Plans for Putney and Weston will go before the Commission at the annual business meeting on September 27th. Municipal Planning Grant (MPG) eligibility net approved plans will not increase or decrease over the last year.

Transportation: The Committee highlights from the meeting were distributed for review; there was some brief discussion about who will be responsible for clean up and repairs on specific roads in the Windham Region. Responsibility, or reimbursement for repairs, varies depending upon whether or not the road receives any federal aid.

Finance: Project Review: No Meetings

Public Policy & Legislative: On a motion by Fred, seconded by Jodi the Committee reports were accepted.

Jodi moved to adjourn the meeting, seconded by Fred; meeting was adjourned.
Meeting Adjourned: 11:56am

Respectfully Submitted,
Ashley Collins