

1 **NRPC Board of Commissioners Meeting**
2 **December 11, 2024 at 6:30 PM**
3 **Hybrid Meeting (Zoom and NRPC Office)**
4 **Northwest Regional Planning Commission**
5 **75 Fairfield Street, St. Albans, VT 05478**
6

7 **Attendance**

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

9 Staff: Catherine Dimitruk, Kathy Lavoie, Bethany Remmers, Kyle Grenier, Emily Kloft, Dean Pearce, Greta
10 Brunswick

11
12 Peter Zamore, Chair, began the meeting at 6:30 PM.
13

14 **Adjustments to the Agenda**

15 None.
16

17 **Welcome, Introductions, Opening remarks**

18 The Chair welcomed everyone to the NRPC's December board meeting followed by introductions.
19

20 **Opportunity for Public Comment**

21 None.
22

23 **Spotlight on Fairfax**

24
25 **NRPC Board member and Fairfax Town Manager updated the group on various projects and initiatives,**
26 **including:**

- 27 • Slide of Fairfax town & village, geography of streams & roads and impact on both from the floods in
28 7/2024 & 12/2024
- 29 • Impact of floods on municipality & lack of qualification of Flood Disaster Relief
- 30 • Various policies & plans (and NRPC's support of) Hazard Mitigation Plan, Bylaw Modernization, Zoning
31 updates, Growth Study, MPG official map, Road Adoption Policy & Waiver policy, update of Impact
32 Fees & Capital Budget process
- 33 • Construction of Fire Department, bridge, Main Street sidewalk, BFA Library move/return
- 34 • Wastewater project & well testing & density & housing; use of CDS Sen. Welch, ARPA funds
- 35 • Communications Campaign for community housing
- 36 • BFA CWSP Project & Stormwater Master Plan in final design

37 Discussion flowed regarding CDS, prompted by comments on status/future from Board Member Elisabeth
38 Nance.
39

40 **Approval of Minutes from October 2024 Meeting**

41
42 *Barbara Murphy motioned to approve the October Board of Commissioners meeting minutes. Carl*
43 *Rosenquist seconded. Motion carried with 0 abstentions.*
44

45 **Commissioner Reports**
46

47 Finance/Operations – K. Waite: Committee met, viewed early draft of Capital Budget and line items;
48 will meet January 2025 to review FY2024 Financial Audit

49
50 Personnel – B. Buermann: Did Not Meet

51
52 Executive Committee – P. Zamore: No Additional Update beyond written report

53
54 Project Review Committee – Harold Garrett: Committee met, reviewed 4200 sq/ft building for
55 Alburgh ~ Approved

56
57 Transportation Advisory Committee (TAC) – H. Garrett: Did Not Meet

58
59 Brownfields Committee – No Additional Update beyond written report

60
61 Regional Plan and Policy Committee – No Additional Update beyond written report; meeting
62 January 8, 2025

63
64 Vermont Economic Progress Council (VEPC) – B. Murphy: No Additional Update beyond written
65 report; meeting December 12, 2024

66
67 Green Mountain Transit – No Additional Update beyond written report, except continuing to make
68 changes to routes in order to balance budget

69
70 Healthy Roots Advisory Committee – No Additional Update beyond written report

71
72 Northwest Vermont Regional Foundation – No Additional Update beyond written report, except
73 election of Officers (same slate) & reviewed bylaws for changes.

74
75 Staff Announcements: No Additional Update beyond written report

76
77
78 **NRPC Bylaw Changes:**

79 Catherine Dimitruk outlined the various stages of the process and the ad-hoc
80 committee, and the expectation of presenting changes/updates to the entire Board
81 at January 2025 meeting. Discussion followed (Chip Sawyer, Sarah Hadd, Catherine
82 Dimitruk) regarding the decision to combine the Regional Plan and Municipal Plan
83 committees.

84
85 **Regional Approval of:** Catherine Dimitruk explained approval process & requirements/targets/criteria of
86 Energy Plans, with input/questions from Bill Irwin, Carl Rosenquist, Sarah Hadd. Sarah Hadd presented
87 some details on each and asked for motions accordingly:

88 **a) Isle Lamotte Municipal Plan and Confirmation**

89 **Sheldon Municipal Plan and Confirmation**

90 Motion for Isle Lamotte and Sheldon Municipal Plan: *Bill Irwin motioned to approve; Howard*
91 *Demars seconded. Motion carried.*

92 Motion for Isle Lamotte and Sheldon Confirmation of Plan: *Barbara Murphy motioned to approve;*
93 *Nicole Draper seconded. Motion carried.*

94 **b) Highgate Municipal Determination of Energy Planning Compliance**

95 **Isle Lamotte Municipal Determination of Energy Planning Compliance**

96 **Montgomery Municipal Determination of Energy Planning Compliance**

97 **Sheldon Municipal Determination of Energy Planning Compliance**

98 **South Hero Municipal Determination of Energy Planning Compliance**

99 *Elisabeth Nance motioned to approve; Barbara Murphy seconded. Motion carried.*

100

101 **Year In Review and Recognition of Commissioners and Staff:** NRPC Staff Catherine Dimitruk, Greta
102 Brunswick, Dean Pearce, Kyle Grenier, Emily Kloft, Bathany Remmers, and Kathy Lavoie presented various
103 projects and initiatives they had managed/administered in 2024. Catherine Dimitruk was recognized for 30
104 years as NRPC Executive Director. Board member, Howard Demers was recognized for 5 years as a Board
105 member.

106

107 **Commissioner Announcements:**

108

109 **Adjourn**

110

111 *Barbara Murphy motioned to adjourn. Motion carried.*

112

113 *The meeting adjourned at 7:55 PM.*

FY25 NPRC Board of Commissioners- Meeting Attendance

Municipality	Board Member	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
		7/31/24	No Meeting	9/25/24	10/30/24	TBD	TBD	1/29/25	2/13/24	3/13/24	4/10/24	5/28/24	6/25/25
Frkln Cty Youth	Vacant												
Gl Cty Youth	Vacant												
Alburg Town	Alex McCracken	X		X			X						
Alburg Town	Donna Boumil												
Alburg Village	Vacant												
Alburg Village	Vacant												
Bakersfield	William Irwin	X			E		X						
Bakersfield	Linda McCall	X		X	X		X						
Berkshire	Josh Grims						X						
Berkshire	Claude Charron												
Enosburg Falls	Leonard Charron												
Enosburg Falls	Vacant												
Enosburgh Town	Jesse Woods												
Enosburgh Town	Vacant												
Fairfax	Barbara Murphy	X		X	X		X						
Fairfax	Sarah Hadd	E		X	X		X						
Fairfield	Julia Callan	X		X	X		E						
Fairfield	Chuck Verderber	X		X	X		X						
Fletcher	Vacant												
Fletcher	Lori Ruple	X			X		X						
Franklin	Yvon Dandurand	X		X	X		X						
Franklin	Wesley Kempton												
Georgia	Carl Rosenquist	X		X	X		X						
Georgia	Kirk Waite	X		X	X		X						
Grand Isle	Barclay Morris	X			X		X						
Grand Isle	Howard Demars	X		X	X		X						
Highgate	Jack Pelkey	X			X		X						
Highgate	vacant	X		X									
Isle La Motte	Sylvia Jensen	X			X								
Isle La Motte	Mary-Catherine Graziano												
Montgomery	Leanne Barnard												
Montgomery	Mark Brouillette												
North Hero	Andy Alling	X		X	X		X						
North Hero	Mike Curtis	X		X	X								
Richford	Marissa Tessier												
Richford	Vacant												
Sheldon	Vacant												
Sheldon	Jeff Kane												
South Hero	Peter Zamore	X		X	X		X						
South Hero	Bob Buermann	E		X	X		X						
St. Albans City	Elisabeth Nance	X		X	E		X						
St. Albans City	Chip Sawyer			X	E		X						
St. Albans Town	Marietta Scholten			X	E		X						
St. Albans Town	Megan Sherlund	X			X		X						
Swanton Town	Harold Garrett	X		X	E		X						
Swanton Town	Nicole Draper			X	X		X						
Swanton Village	Heidi Britch-Valenta	X		X	X		X						
Swanton Village	Neal Speer				X								
	# Municipalities	16	0	14	14	0	16	0	0	0	0	0	0

QUORUM = 12

E= Excused ; X=Present