

**Southern Windsor County
Regional Planning Commission**

Minutes of Monday, June 22, 2020
SWCRPC Offices, Ascutney, VT
and via Zoom

Commissioners Present: Tom Bock, Chester; Kathy Rondeau, Reading; Wayne Wheelock, Baltimore; Joe Fromberger, Andover; Peter Daniels, Weathersfield; Terry Carter, Ludlow; Walter Martone, Springfield; Tom Marsh, Windsor; Tom Kenyon, West Windsor.

Staff Present: Tom Kennedy, Jason Rasmussen, Cynthia Porter.

Others Present: Steve Neratko, Springfield.

Tom Bock was having audio problems, so Tom Marsh opened the regular meeting of the SWCRPC at 12:05 PM.

1. Changes to the Agenda
 - a. None.
2. Secretary's Report
 - a. *Peter Daniels made a motion to approve the minutes of the May 18, 2020 SWCRPC meeting. Second by Walter Martone. Motion passed unanimously.*
3. Treasurer's Report
 - a. *Peter Daniels made a motion to accept the May 2020 Treasurer's Report. Second by Kathy Rondeau. Motion passed unanimously.*
 - b. *Walter Martone made a motion to renegotiate the terms of the Jones and Lamson Site 1 loan with Springfield Regional Development Corporation, review the terms with the Brownfield Steering Committee, and present it for approval at the July RPC meeting. Second by Peter Daniels. Motion passed unanimously.*
 - c. *Cynthia Porter reported that the Precision Valley LLC loan has been closed and they have begun to make payments.*
4. Election of Officers
 - a. *Peter Daniels made a motion to appoint for FY 2021 the existing slate of officers for one more year; Tom Bock to serve as Chair, Tom Marsh as Vice Chair, and Kathy Rondeau as Treasurer/Secretary. Second by Terry Carter. Motion passed unanimously.*
5. At-Large Commissioner Appointments
 - a. *Terry Carter made a motion to appoint for FY 2021 Bob Flint (Springfield Regional Development Corporation) as an At-Large Commissioner. Second by Walter Martone. Motion passed unanimously.*
6. Committee Appointments
 - a. *Walter Martone and Terry Carter volunteered to serve on the Regional Plan Subcommittee.*
7. Newspaper of Record

- a. *Joe Fromberger made a motion to make the Rutland Herald our newspaper of record. Second by Terry Carter. Motion passed unanimously.*
8. Budget for July-September 2020
 - a. Tom Kennedy reported that due to many uncertainties, we have proposed a three month budget – just like the State – and we will develop a budget for the rest of Fiscal Year 2021 later in the summer. Tom reviewed the proposed “skinny” budget as proposed.
 - b. *Joe Fromberger made a motion to approve the three-month budget for July through September 2020 as presented with total income of \$271,803 and total expenses of \$250,954. Second by Peter Daniels. Motion passed unanimously.*
9. Proposed RPC Bylaw Amendments
 - c. Jason Rasmussen explained that the few changes asked for at the last meeting are reflected in the proposed Bylaws, and that the membership was given adequate notification of the proposed Bylaw amendments. Tom Kennedy indicated that we will need about six months to take the appropriate steps to change the organization’s name.
 - d. *Peter Daniels made a motion to amend the Bylaws as presented, but that the name change will become effective on January 1, 2021. Second by Walter Martone. Joe Fromberger voted nay; all other Commissioners present voted aye. Motion passed.*
10. Regional Plan Update
 - e. Jason Rasmussen reported that the Regional Plan expires in about two years. The Land Use Chapter changes that were prepared in the past have still not been finalized. Staff has continued to refine that Chapter and will review the current draft at the July meeting. Staff have also begun updating data and information as well as making the text more concise in the other chapters. Staff will also prepare a proposed timeline for addressing the other changes.
11. Preferred Site Letter
 - f. *Walter Martone made a motion to approve the draft Preferred Site Letter for 1465 VT Route 106 in Perkinsville contingent upon a determination by FAA that the project will not adversely impact the Hartness State Airport. Second by Kathy Rondeau. Motion passed unanimously.*
12. Brownfields
 - g. Tom Kennedy reported that we released an RFQ to update our short list of consultants for our Brownfields Program. Proposals are due on Friday, and the Brownfields Steering Committee will review them in the next couple weeks.
 - h. Tom Kennedy discussed the new RLF award of \$300,000 for brownfield assessments.
13. Technology Service Contract with VC3
 - a. *Peter Daniels made a motion to enter into an agreement with VC3 for technology services as presented in the “Service Advantage Work Order” dated June 10, 2020. Second by Terry Carter. Motion passed unanimously after some discussion.*

14. Old Business

- i. Tom Kennedy reviewed a regional priority project listing. This was prepared in coordination with SRDC. It is intended to list 5-6 projects and will be submitted to ACCD. This list may be revisited after a few months. Walter Martone asked if this list is like a placeholder; Tom Kennedy answered, yes.
- j. Walter Martone made a motion acknowledging that the RPC was presented a draft Regional Priority Project listing provided by staff and authorizing staff to submit this list to ACCD. Second by Kathy Rondeau. Motion passed unanimously.

15. New Business

- a. None

16. Adjourn

Wayne Wheelock made a motion to adjourn at 1:20 p.m. Second by Tom Kenyon. Motion passed.

Respectfully submitted,

Jason Rasmussen