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*Growth Centers Liaison*

Polly McMurtry  
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Tara Bamford  
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### At-Large Members

Brian Shupe, AICP

Natalie Steen

David Rugh

John Adams

Alison Meaders

## Vermont Planners Association April 17, 2009 Executive Committee Meeting Minutes Vermont League of Cities & Towns Montpelier, Vermont

**Executive Committee Members Present:** D. Farley, S. Hadd, S. Lotspeich, M. Munson, P. McMurtry, T. Bamford, B. Shupe, N. Steen D. Rugh, J. Adams, and A. Meaders. S. Murray arrived 10:18AM.

President D. Farley called the meeting to order at 10:05AM.

1. **Announcements:** There were no announcements.
2. **Minutes of November 21, 2008 and March 20, 2009:** The November 21<sup>st</sup> minutes should be changed to differentiate between Executive Committee members and regular members as well as correct name spellings. P. McMurtry made a motion to approve the minutes of November 21<sup>st</sup> with corrections. M. Munson seconded. All present voted in favor of approval. M. Munson voted to approve the minutes of March 20<sup>th</sup> with P. McMurtry's corrections. D. Rugh seconded. All present voted in favor of approval.
3. **Treasurer's Report:** S. Lotspeich stated that he did not have the final numbers to for the Vermont Law School JAM Conference but believes that we had enough registrations to be financially okay. It was discussed that a registration checklist would be useful in the future. There was discussion on the reserves and perhaps using some of it to further a VPA priority project. Everyone agreed that this should be an agenda item on the May meeting. M. Munson made a motion to approve the March 2009 Treasurer's Report. P. McMurtry seconded and all present voted in favor of approval.
4. **Business**
  - a. **VPA Membership Renewal Update:** Over 140 people paid the membership renewals. S. Lotspeich stated that we had good retention. It seemed that not everyone had received the reminder letter for renewal. The organizational level seems to be doing well as does the student level.
  - b. **Growth Center Program:** M. Munson stated that the letter VPA submitted does not seem to have been given any consideration. There was discussion about the Downtown Board's agenda and the lack of time to consider policy and process issues. S. Murray stated that a summer study committee perhaps would not help as these committees do not seem to be given much weight this year. She recommended perhaps throwing a retreat for the PCG and Downtown Board by VPA. M. Munson asked what if anything should be done with the letter. All those present were in agreement that M. Munson should pass out the letter to the Downtown Board.
  - c. **ACCD Elimination Status:** S. Murray stated that she was unsure if a summer study committee would be formed to consider this issue. B. Shupe stated that VPA

- should write a letter to the Administration stating VPA's concerns and requesting participation in any study committee to be formed. P. McMurtry made a motion to draft such a letter. M. Munson seconded and all present voted in favor. S. Murray and B. Shupe stated that they would draft a letter for submittal. The letter will be circulated to the Executive Committee for informational purposes. S. Murray and D. Farley will present the letter.
- d. **Education & Training Collaborative Meeting of April 14<sup>th</sup>:** M. Miller is VPA's new representative however there is not a good loop back to the Executive Committee except for minutes of the meetings, which P. McMurtry will still receive as alternate. D. Farley and P. McMurtry will follow up with M. Miller. P. McMurtry will share information that she receives with the Executive Committee. There was discussion on the Planning Commissioners' Conference and the lack of attendance.
  - e. **MPG Advisory Meeting Conclusions:** M. Munson stated that there were discussions on reducing match requirements, retooling the scoring process, and enabling small projects.
  - f. **APA CPC Grant Application:** T. Bamford stated that the VPA should learn in May if it has been awarded a grant.
  - g. **Task Force on VPA's Future:** D. Rugh stated that the Task Force met once and there were discussions about VPA membership, student / college participation, putting VPA materials on-line, and how to use an intern. B. Shupe stated that the Vermont Businesses for Social Responsibility may be a good resource for interns. M. Munson asked what financial resources would be available. D. Rugh asked for a \$2,000 set-a-side for a summer intern. J. Adams seconded. There was discussion about supervision and task for the intern. There was consensus that the VPA should partner with another organization to supplement an internship. A retreat on the growth center process and perhaps even the broader regulatory context would be good but the need to be different than previous reiterations would be a possible project. All present voted in favor. D. Rugh stated that he hoped that changes could be proposed to the strategic plan in time for the annual meeting this autumn.
  - h. **NRG Grant Application:** D. Farley stated that deadline for the project is now June. D. Farley stated that she would follow-up with Deb Sachs on the grant as well as on the outdoor lighting study. The Committee was unsure if a contract was ever proposed to signed on this study project. The outdoor lighting study, which is a NNECAPA \$1000 grant with a \$1000 VPA match, will be on the next agenda.
  - i. **Awards Committee:** P. McMurtry stated that award solicitations would need to go out soon and it seems that there are few people able to help out. S. Hadd suggested that a request go out to the list-serve or perhaps the professional development committee be tapped. B. Shupe, P. McMurtry, N. Steen, and J. Donovan will form the awards committee with others welcome.
  - j. **Fall Workshop on Density / Design:** There was discussion on the topic. S. Murray stated the need to focus on implementation tools for small village and town areas. B. Shupe stated that Hector Gailbreth recently did a great presentation on global warming and the ecosystem. It was discussed that there are various regulatory tools in Vermont however not really implemented. Randall Arendt might be a good speaker to the hamlet size. There was discussion about a single-track conference that focuses on how to achieve workable densities in our villages. Density and code issues could be linked into growth centers. A hands-on break-out to have planners take portions of a topic and draft regulations. Peg Elmer may be a good person to get in touch with Arendt. B. Shupe stated that he would follow-up with Arendt. It was discussed that Central Vermont would be a good location and VSLA would be a good partner. Faith Ingulsrud and Jason Van Driesche should be brought in on the planning. A JAM update at lunch might be good however an annual legal update meeting with CM credits would be better. S. Hadd will follow-up with Gail Henderson-King on the VSLA partnership. B. Shupe will look into Sugarbush. The Ponds at Bolton is another space. Norwich is another space.

**5. Members' Business:** None.

**6. Committee / Liaison Reports:** Kudos were given to S. Murray. Senate Bill 99 was discussed. It seems like it is held-up in the Senate Economics Committee. S. Murray stated that she drafted a position paragraph however did not receive a quorum of support from the Executive Committee. There was discussion on the amendments. P. McMurtry made a motion to support the submittal of the position paper addressing the

amendments NRB has proposed. M. Munson seconded. All those present voted in favor.

**7. Next meeting:** May 15<sup>th</sup> VLCT.

**8. Adjournment:** 12:10PM

# VPA TREASURER'S REPORT

March, 2009

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Chittenden Bank

Treasurer: Stephen Lotspeich

## 1) Operating Fund

<b>Balance Forward:</b>	<b>\$7,242.02</b>	
Receipts:	3,120.00	
	Deposit (Dues 1,535.00, VLS Workshop 1,585.00)	3,120.00
<b>Balance End:</b>	<b>\$10,362.02</b>	

## 2) Reserve Fund:

<b>Balance Forward:</b>	<b>\$3,468.84</b>	
Deposits:	.30	
	Interest Income	.30
<b>Balance End:</b>	<b>\$3,469.14</b>	

## 3) Investments:

- 5-month CD matured on 9-23-08 and was renewed for a 8-month term with an annual percentage yield of 2.75%. The balance on the CD as of 9-23-08 was \$7,377.97.

**Total Balance End of All Accounts: \$21,209.13**