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Vermont Planners Association May 15, 2009 Executive Committee Meeting Minutes Vermont League of Cities and Towns Office Montpelier, Vermont

Executive Committee Members Present: C. Sargent, N. Steen, P. Elmer, J. Adams, S. Hadd, T. Bamford, D. Farley, S. Lotspeich, P. McMurtry, D. Rugh, B. Schupe.

VPA Members Present: D. Sachs

President D. Farley called the meeting to order at 10:15.

AGENDA

Announcements / Additions to agenda –

Minutes of the April 17, 2009 meeting – Polly moved to accept. David seconded. Minutes of 4/17 accepted. Chris will post on web.

Treasurer's Report - April 2009 – Steve reported that we did very well with the JAM Golf event because it was so well attended. He indicated that we do not need to fill out the IRS Form 990-EZ because our average Gross Receipts (revenue) for the past three years is less than \$25,000. All he needs to do is submit an e-Post Card for non-profits to the IRS. This needs to be completed by May 15th of every year. Polly moved to accept. Brian seconded. Motion accepted.

Business

Growth Center Program – Dana reported in place of Mike. Joss told Mike that Kevin Dorn wanted to save the discussion of the Growth Center Program for the June 2nd GC Board Member retreat (10:00am-3:00pm). It was unknown as to whether the PCG will be involved in this retreat. Polly asked if we should have an alternate for VPA's membership on the PCG. Sarah and David indicated that this is being discussed by the VPA task force. Sarah talked with Joss and Faith with regard to opportunities with the fall conference to discuss some of the policy issues that have come up. Brian will ask Joss if the meeting is open with the public and whether VPA members who are not on the board can attend.

Dana suggested that VPA might be able to hold a retreat on the policy issues surrounding the GCP after the fall workshop.

Annual VPA Awards update – The announcement has gone out in paper, on the list serv and on the web. There was discussion about a change that Jim Donovan proposed to the jury that will do suggestion (would include folks from outside of Vermont). Jim (via Natalie) indicated that he is waiting for VPA to authorize his proposal on a jury. If we do so, his jury would include a mix of senior planners

The Vermont Planners Association (VPA) is an organization representing citizen and professional planners, landscape architects, housing and economic development specialists, developers, and engineering consultants from throughout the state. VPA is committed to advancing the art and science of planning.

and other professionals who would make recommendations to the EC. His intention was not to have the awards committee or EC making the decision. The EC wants some members of the awards committee (two) on this jury and that they will recommend the nominations to the EC. It was agreed that the awards committee can authorize the jury membership.

APA CPC grant application - APA only has \$22,000 for the entire country. Our grant application was rejected. Peg said that another round may happen in September. We should apply for only \$5000 in grant funds if we want to be competitive. Tara, Polly and Peg will look at the application and see if there is an element of the application that we can focus on with this grant program.

FAICP nominations – Dana has a list of the planners in Vermont who would be eligible for FAICP. Planners must have their AICP for 15 years. It's a very extensive process to nominate someone. The deadline is in November or December. There's interest in nominating Sharon, Brian and Peter Gregory. Chris volunteered to forward this information to VAPDA to see if they want to nominate Peter.

Budget surplus – Discussion about a project we could do with our current budget surplus. Dana suggested looking at our strategic plan to see if there is anything that we could with our surplus related to it. David seemed to feel that there was nothing specific in it that would guide us. Brian suggested that we do a report similar to the growth centers report, that focuses on the rural landscape “rural countryside”.

Polly suggested we create a subcommittee to work with Brian to do the proposed rural countryside report. Brian suggested talking with Mike. Peg is interested.

Task Force on VPA's Future update – David reported that his committee will be meeting at the end of May. Only Lee Krohn reported back with regard to the money (up to \$2000) authorized for an intern. Polly did not hear back from Joss on DHCA's intern.

NRG grant application – The deadline for this grant is June 1st. There is no application form, just a three page narrative. What they're looking for is a toolkit to help encourage renewable energy use. They want something targeted, like a pilot program or toolkit that will assist planners immediately and not sit on the shelf. They do not want to offer any “soft funding” and would like to see it implemented within the next two years.

Deb Sachs added additional information to the discussion. They want to encourage more renewable energy projects in Vermont on multiple levels (local, state) and using multiple resources. Can VPA partner with the RPC's on this? Can legislative outreach be added to this process? Deb suggested Renewable Energy Vermont, the Biomass Research Center, local utilities.

Brian suggested that siting of windtowers be discussed as part of this grant. Deb suggested that possible products could include an information clearinghouse (who might house such a clearinghouse?), information and outreach (we might need a strategic plan later in the process). Dana suggested that GIS mapping might be involved as well. We need to be aware that other organizations are doing similar energy work and be careful not to overlap with what they're working on. Steve proposed that including some case studies might help with the outreach.

Steve inquired as to whether or not a match is expected; Deb believed that match was not required. Steve suggested we could include some administrative match if needed. Would we hire a consultant team to work on this project? What would it cost?

Next Steps – Dana and Deb will talk on Monday to start revising the scope to be geared more toward education. They will take the lead. Steve offered to help out with the financials. Deb and Brian will reach out to VECANN. Dana and Deb will reach out to VAPDA, GMP, WE and VLCT. If any of us can pull together letters of support it would be helpful. They should be addressed to Dana.

Fall workshop on density/design - Is there a way to look at urban growth boundaries, and policies that tie into growth centers and smart design into our fall conference? Discussion revolved around who the keynote speaker would be. Sarah said that the direction the committee was going in was more of a policy angle in the morning with a speaker and few sessions and then more implementation discussions and breakout groups in the afternoon. There is interest in having speakers from Oregon (urban growth boundaries) and Vermont (Hamlet) as well. We should look for a designer planner who has done village-scale Smartgrowth planning. Peg will speak to Sandy Young because she is so familiar with both Oregon and Vermont. Sarah proposed that we might want to do a panel discussion in the AM and include some of the people we are interested in on that panel. Robert Liberty would be a good keynote speaker.

Member's Business –

Brian reported on a legislative committee (I missed this discussion because of an office distraction, please fill in the blank here)

We briefly discussed the summer meeting. Everyone agreed that Mallet's Bay is a great location.

Committee/ Liaison Reports

Legislative Committee – No report.

Meeting was adjourned at 12:15

Next meeting will take place on Friday, June 19th at the VLCT offices.3