



c/o VLCT  
89 Main Street, Suite 4  
Montpelier, VT 05602  
802.229.9111  
[www.vermontplanners.org](http://www.vermontplanners.org)

#### *Officers*

Polly McMurtry  
*President*  
802-496-2922  
[pmcmurtry@madriver.com](mailto:pmcmurtry@madriver.com)

Dana Farley  
*Vice President*  
802-878-1343  
[dfarley@essex.org](mailto:dfarley@essex.org)

Steve Lotspeich, RLA  
*Treasurer*

Sarah Hadd  
*Secretary*

Fred Dunnington/  
Sharon Murray  
*Legislative Liaisons*

Michael Munson, FAICP  
*Growth Centers Liaison*

Debra Sachs,  
*Past President*

Tara Bamford  
*NNECAPA Rep*

#### *At-Large Members*

Dean Pierce, AICP

Chris Sargent

Brian Shupe, AICP

Natalie Steen

David Rugh

## Vermont Planners Association DRAFT Minutes of the VPA Annual Meeting Friday, November 30, 2007 at 3:40 p.m. Vermont College - Noble Lounge, Montpelier, VT

**VPA Members Present:** Polly McMurtry (president), Steve Lotspeich (treasurer), Dana Farley (VP), Becky Basch (Secretary), Matt Osborn, Kathleen Kanz, Fred Dunnington (EC), Mike Munson (Growth Centers Liaison), Amy Bell, Tara Bamford (NNECAPA Rep), Natalie Steen (EC), Scot Gustin, Dean Pierce, Chris Sargent (EC), Jean Matthew, Jeff Arango (EC), Nancy Rice, Regina Mahoney, Meghan Bannan, Peg Elmer, Diane Cleas, Alex Weinhausen, David Hoeh, Deb Sachs, Ken Bisceglia, Lori Hirschfield

Polly McMurtry called the meeting to order at 3:50 pm.

#### 1) **Minutes of November 17, 2006**

F. Dunnington made a motion to accept the November 17, 2006 annual meeting minutes, M. Munson seconded the motion, all were favor.

#### 2) **Upcoming legislation and policy statement concerning VPA activity on legislative issues.**

D. Farley reported that the legislative committee met several times and pulled together a legislative policy statement that was sent out to members. She also pointed out the “legislative protocols” that S. Murray updated and sent out with the agenda packet. The policy statement addresses priority issues that the VPA legislative committee believes should be followed in the upcoming session. F. Dunnington commented that the legislative liaison has been a “shoestring” operation in the past as he sends out reports on what he thought VPA would think is important. He thanked the rest of the legislative committee for stepping up to broaden the input on legislative issues. Fred will communicate what he knows in the form of a weekly report, but there needs to be more input from VPA members.

**Legislative protocols** – P. Elmer commented that the legislative protocols that S. Murray distributed are very helpful. P. Elmer made a motion to adopt the protocols and M. Munson seconded the motion. All were in favor.

**Policy Statements** – F. Dunnington commented that it’s difficult to develop a policy statement that captures what legislation will look like. The policy statement is a broad statement on what the committee thinks will happen in the upcoming session. M. Munson said that what they tried to do in the policy statements was to balance legislation against the objectives to guide the legislative committee in how to react as legislation comes up. F. Dunnington listed the members of the committee who worked on the various issues.

A. Weinhausen commented that the second to last bullet under Community Neighborhoods “advocate for different fiscal priorities to bring funding to municipalities to pay for costly infrastructure” – forces the legislature to make

decisions. M. Munson said that if the state really wants to promote the development of housing, the legislature should come up with funding for infrastructure. M. Munson suggested changing “incentives” to “assistance.”

B. Shupe commented that the second bullet is at odds with the fourth – the intent is to locate neighborhoods within growth centers, or adjacent to downtowns, village centers or new town centers.

B. Shupe commented under Chap 117 technical amendments – He asked if the intent was to say there’s room for some improvement, but not to re-write the legislation again. F. Dunnington commented that he has concerns with opening up the legislation again – the goal is to present a focused bill that makes some specific fixes. P. Elmer said that when she sent out a request on the list-serve for the “top 5” changes, they chose not to fix anything that is a policy change.

J. Arango made a motion to approve the policy statements with revisions as discussed, C. Sargent seconded the motion. All were in favor.

### **3) Communications Committee**

B. Basch reported that VPA communications tools are in transition, and reminded the membership to fill out the Communications Survey online or to pick up a hard copy and put it in the drop box. C. Sargent said that he is planning to do some fixes on the website to make it work better, but the survey will dictate what we will do with the website and how to make it useful to the membership. Having looked at some of the responses on the survey, it looks like people are using other sites such as NNECAPA and APA, so what can the VPA website do that other sites don’t do?

A. Bell asked what percentage of VPA members are not APA members – about 8 people raised their hands.

### **4) Proposed Work Plan for 2008**

P. McMurtry commented that the work plan is a guidance document. A. Weinhagen made a motion to approve the work plan and committees will come up with strategies to accomplish the goals presented. M. Munson seconded the motion. Discussion – P. Elmer asked if there is any thought about how to fund the various activities. L. Hirschfield suggested having a committee for each area to make priorities for each area and have committees put together an action plan. P. Elmer commented that we need more people to sign up for committees. All were in favor of approving the work plan as presented.

### **5) Treasurer’s summary and budget for FY08**

S. Lotspeich presented the budget to date actuals and FY08 Budget. He said we’re doing very well on dues – we now have an organizational membership that has worked well for Regional Planning Commissions. We have been successful in getting NNECAPA grants for special projects. S. Lotspeich said he thought we do well after this conference – we’ll take the funds that we earn from this conference and pick up the shortfall in next year’s budget.

S. Lotspeich pointed to the notes section of the budget for stipends for legislative liaison, planning coordination group representative, and expanded downtown board representative, and for various communications tasks. P. McMurtry noted that the growth centers committees have been very busy and have required a lot of time on the part of the VPA representatives. S. Lotspeich noted that we don’t have any special projects planned but have budgeted for communications and legislative work in the coming year.

S. Lotspeich pointed out that the value of the CD is reported on the back but not on the front – it would be on top of the reserve fund.

L. Hirschfield made a motion to approve the budget, A. Bell seconded the motion. All were in favor. F. Dunnington and M. Munson abstained.

**6) Proposed slate of officers**

P. McMurtry noted that M. Engert withdrew her name as secretary, but S. Hadd has volunteered to serve as secretary. P. McMurtry opened the floor to additional nominations from the floor. F. Dunnington nominated D. Pierce as an at-large member, B. Shupe seconded the motion.

A. Weinhagen moved to approve the slate of officers, C. Sargent seconded the motion. All were in favor of the amended slate (S. Hadd as secretary, D. Pierce as an at-large member).

**7) Adjournment** – The meeting adjourned at 4:35 p.m.

DRAFT