Full Commission Meeting
June 25, 2013
The Compass School, Westminster, VT

Commissioners Present: Jodi French (Chair), Sam Battaglino, Heath Boyer, Jenepher Burnell, Tom Consolino, Jack Cunningham, Rod Francis, Charles Goodwin, Mary Alice Herbert, Bradley Horn, Alan LaCombe, Alice Maes, Ray Mara, Jane Morano Purdy, Kate O’Connor, Carolyn Partridge, Wilson Shaffer, Steve Skibniowsky, Lew Sorenson, Eric Stevens, Roger Turner, Piet van Loon, John Whitman
Citizen Interest Commissioners Present: Lynn Barrett
Staff Present: Chris Campany, Ashley Collins, Cullen Meves, Mike Shaughnessy
Introductions: There was a quorum of 15 towns present.
Convened: 7:05PM

Administrative Items & Reports:
Secretary’s Report: On a motion by P. van Loon, seconded by J. Whitman, the minutes from the May meeting were approved.
Financial Report: On a motion by P. van Loon, seconded by J. Cunningham, the May Finance report was approved.

Program: Brandy Saxton, an Independent Planning Consultant with PlaceSense was retained by the Vermont Association of Planning and Development Agencies and the Department of Housing and Community Development (DHCD) to review the regional plan of each Regional Planning Commission. Each plan was evaluated on the extent to which it complied with statute, its usefulness in Act 250 processes, and general useability. Ms. Saxton discussed the scoring system, planning process, goals, Act 250 statutes, and the variety of plan elements which led to the final assessment. WRC’s plan is tied for the highest scoring plan in the State of Vermont, and Ms. Saxton noted that it is very user friendly. Executive Director, Chris Campany explained that while it was originally thought that the evaluation would not be linked to performance criteria in the WRC’s contract with DHCD, that this may no longer be the case. Precisely how the evaluation might be used by DHCD was, at the time, unclear.
Regional Plan Update: WRC Planner Cullen Meves provided an update on the regional plan update and process and informed Commissioners that we are ahead of schedule and will complete the draft earlier than planned.

Jamaica Town Plan Approval: The panel reviewed the town plan and reported their findings back to the Planning Coordination Committee (PCC). The PCC recommended approval of the plan, and confirmation of the town plan and process. T. Consolino made a motion to approve the plan as presented, and was seconded by J. Whitman; motion was approved. On the confirmation of the town plan and process, L. Sorenson made a motion, seconded by J. Whitman; motion was approved.

Elections: Carolyn Partridge was present to announce the slate of nominees for Executive Board. Additional nominations were invited from the floor and there were none.

Executive Board: One member has resigned his position on the Board; Alan LaCombe. Another vacancy was created when the Town of Brattleboro replaced Dora Boubolis with a new Commissioner. A third vacancy was created when the Commission voted to amend the bylaws to increase the number of Executive Board members to 12. This leaves three open slots available with the following Commissioners expressing interest: Heath Boyer, Denis Pinkernell, and Lew Sorenson. A motion was made by J. Whitman to approve the nominations as a slate, seconded by C. Goodwin; motion was approved. A motion that nominations be closed was moved by J. Cunningham, seconded by J. Whitman; motion was approved.

Officers: Piet van loon has offered to serve as Vice Chair. L. Sorenson moved that nominations be closed and cast one ballot for Piet Van Loon as Vice Chair, seconded by J. Cunningham; motion was approved. Piet had served as Secretary, and his election as Vice Chair necessitated the election of a new Secretary. Tom Consolino offered to serve as Secretary. C. Goodwin moved that nominations be closed and cast one ballot for Tom Consolino as Secretary, seconded by J. Whitman; motion was approved.

Executive Director’s Report & Other Business:
Executive Director Chris Campany provided the Commissioners with a list of his recent activities in an attempt to be more efficient at Board and Commission meetings each month. Chris noted that he would address any questions or provide feedback if Commissioners would like to discuss something specific from the bulleted list provided.

Municipal Services Policy: Executive Director Chris Campany requested that the Planning Coordination Committee draft a policy that defines what the Windham Regional Commission does for the towns, and when the WRC will begin to charge a town beyond their assessment. The Committee had positive feedback on the policy that was drafted and approved by the Executive Board at the June meeting.
WRC Funding Sources: Executive Director Chris Campany reviewed WRC’s core funding sources, including project specific revenue and grants. WRC Finance Manager Mike Shaughnessy was also present to answer questions from Commissioners.

There will be no July meeting of the Executive Board or Full Commission. The next scheduled meetings will be in August.

C. Goodwin moved adjournment.
Meeting adjourned at 8:53PM

Respectfully submitted,
Ashley Collins