WINDHAM REGIONAL COMMISSION

Full Commission Meeting
August 29, 2023
Approved Minutes

Commissioners Present:

Jack Cunningham, Vice Chair	Wardsboro
Sue Fillion	Brattleboro
Stanley Noga, Jr.	Brookline
Matthew Hoffman	Dummerston
Todd Davidson	Dummerston
Cheryl Kaufman	Grafton
Stephan Chait	Halifax
Edee Edwards	Halifax
Andy Coyne	Jamaica
Mike Tuller	Jamaica
Ann Golob	Newfane
Stephen Dotson	Putney
Jessica Tobey	Searsburg
Andrew Snelling	Townshend
Jim Pinkerton, Jr.	Vernon
Charles Goodwin	Weston
Peter Barus	Whitingham
Carolyn Partridge	Windham

Guests/Members of the Public: none
Staff Present: Chris Campany, Executive Director; Alyssa Sabetto, Senior Planner
Guest Speaker: None

The meeting was held via Zoom and called to order by Vice Chair Jack Cunningham at approximately 6:00 p.m. There were no amendments to the agenda.

A quorum of 15 towns was present.

Approval of August 29, 2023 Minutes: On a motion by Commissioner Goodwin, seconded by Commissioner Golob, the minutes were approved with 3 abstentions.

Program: WRC Senior Planner Alyssa Sabetto, who leads the work of the WRC on Emergency Planning, outlined the Emergency Planning cycle and the WRC's role. She explained that the WRC is involved in planning, mitigation, response, and recovery; primarily in support of the towns in our Region. (Alyssa's presentation was recorded).

- With regard to **planning**, the WRC helps towns prepare and submit their annual Local Emergency Management Plans, staffs the Regional Emergency Management Committee, assists with grant applications, and generally fields questions about emergency planning best practices.
- With **mitigation**, the WRC is often involved in assisting towns with the development of their FEMA-required Local Hazard Mitigation Plans, the development of applications for hazard mitigation projects (including buy outs), and promoting projects of regional significance such as the removal of the Snow Lake dam in Dover.
- With **response**, the WRC has a memorandum of agreement with Vermont Emergency Management in support of our local liaison and State Emergency Operations Center (SEOC) role. Through the local liaison function, the WRC has established a framework of cooperation with local VTrans districts and Agency of Natural Resources River Engineers to report damage in towns to the SEOC, especially as related to public infrastructure. We do this to minimize overlapping requests for the same information. We also reach out to the towns themselves further flesh out information about damage to homes, businesses, town buildings, and other assets, and to communicate what needs the town has. Regional planning commissions also have roles within the SEOC, especially helping to staff GIS/mapping and planning functions. This tends to take the form of 12-hour shifts (typically remote). Beyond the local liaison role, depending upon the scale of damage and nature of the needs the WRC will help towns in their response. For instance, in the wake of the July flooding WRC staff worked with state employees to help towns administer their flood hazard bylaws.
- With **recovery**, the WRC has assisted towns with their engagement with FEMA for reimbursement of repairs or replacement of damaged public infrastructure, and we've assisted with long-term recovery needs of individuals and families. The Brattleboro Development Credit Corporation takes the lead on business recovery.

Executive Director's Report: Chris provided an update on the WRC's continued engagement in disaster recovery efforts, including his own role as liaison between the state recovery agencies and functions and the regional planning commissions.

Chair's Report: None.
Public Comment: None was offered.
Adjournment: The meeting was adjourned at approximately 6:54 p.m. on a motion by Commissioner Pinkerton, the motion was seconded.

Respectfully submitted,
Chris Campany