

WRC STAFF ACTIVITY HIGHLIGHTS

This summary highlights staff activity during the month of JULY 2026

The lead staff person is listed in parentheses by each programmatic area heading.

Brownfields Redevelopment *(Susan Westa)*

- Bellows Falls Bike Project – Call with consultants and grantee about changes to Corrective Action Implementation.
- Bellows Falls Train Station – Call with town and Stone about invoicing.
- Under the Hill, Bellows Falls - Call with Gary Fox about moving Penta & TLR forward.
- TLR site, Bellows Falls – Working with Stone on next steps.
- 81 Royal Rd., Brattleboro – Met with grantee about next steps.
- Putnam Block, Bennington – Working on refinancing options with M&S Development. Call with EPA about options.
- RPC & VT Dept. of Environmental Conservation – Participated in Quarterly Virtual Round Table.

Community Development *(Susan Westa)*

- Southeastern VT Economic Development Strategies – Attended monthly board meeting.

Emergency & Resiliency Planning *(Liana Rice)*

- Participated in Local Emergency Planning Commission Quarterly meeting
- Met with VT Emergency Management representatives to deepen understanding regarding Local Hazard Mitigation Plan (LHMP) requirements
- Completed Tier 1 Rivers and Roads Training and Tier 1 Emergency Operations Center training

Energy *(Mike McConnell)*

- Attended Monthly Energy Planner Meeting
- Municipal Energy Resilience Program
 - Attended bi-weekly meeting with Buildings and General Services (BGS) staff
 - Attended selectboard meetings in Grafton, Wardsboro and Halifax
 - Contractor/town coordination in Wardsboro, Halifax, Grafton
 - Assisted towns with Scope of Work Amendments (Bellows Falls, Saxtons River)
 - Work began on Wardsboro thermal envelope improvements
 - Work began on Halifax boiler project
 - Selected Wardsboro engineering consultant
 - Selected Wardsboro solar contractor
- Engaged with state stakeholders on EV charging capacity and funding opportunities in Windham County.

GIS/Mapping *(Jeff Nugent & Lisa Donnelly)*

- Completed a series of general reference maps of Windham County
- Transportation Planning Initiative work program, reviewed proposal for FY27 and discussion with staff
- Attended quarterly RPC GIS online meet-up.
- Met over Zoom with the Town of Grafton to discuss their road erosion inventory update and assistance WRC could provide.

- Met over Zoom with Winhall's new town administrator: Municipal Roads General Permit (MRGP) program overview, discussion about an approach to their road erosion inventory and culvert inventory update process; follow-up email with the town and the MRGP coordinator
- Grafton Outdoor Alliance: updates to their Points of Interest data layer based on town edits, added photographs, updated trail data and online map; finalized TrailFinder post for trails in the Village Park.
- Londonderry, created final zoning map for their bylaw update; cleaned up GIS data from zoning work over the past six years.
- Halifax: two field days with the road foreman working on Halifax's road erosion inventory, and dealing with sync issues from the tablet
- Information to the Town of Halifax re: location of Class 4 change on Hall Road
- Wilmington: road erosion and culvert inventory work with the highway superintendent.
- Meeting of the Agency of Natural Resources (ANR) Recreation Gap Analysis steering committee, and afterwards provided comments to ANR on their interim Recreation Gap Analysis results.
- Looked into the status of updates to the Rockingham zoning map and discussed with WRC staff member.
- Completed work on Windham's road centerline GIS data update; sent data to Vtrans; finalized updated road maps; submitted road surface type corrections to Vtrans.
- Updates to Londonderry's orthophoto viewer map to include new orthophotos.
- Attended Brattleboro outdoor recreation meeting.
- Met with new WRC staff member to give her overview of GIS and the VT Natural Resources Atlas
- Looked into alternatives to Avenza Maps app for reading GeoPDFs; QField (QGIS) has potential, and is more efficient with GeoTIFFs than it is with GeoPDFs
- Met with the director of the lead hazards program for the Windham County Sheriff's Department to discuss her mapping needs.
- VT Culverts: reviewed data guide prepared by consultant; made edits and added comments, will discuss with other RPC GIS staff; looked into VT Culverts issue of many records with no ID; consulted with VCGI and not a problem; update email to RPCs about new filters and email verification.
- Met with the Town of Windham's road crew and grants manager to discuss the results of their road erosion inventory and culvert inventory, review their road map, review road surface type, get maps on their tablet, and provide tablet overview; map final changes to their culvert and road erosion inventory maps.
- Met with Town of Dover recreation manager to discuss trail counts, and Trail Finder posts.
- Created a map for Whitingham Old Home Week's scavenger hunt.
- Completed Agency of Commerce and Community Development end of year reporting for GIS mapping and transportation tasks.
- Emailed towns about new Vtrans town highway maps being available, and printed off maps for two towns.
- Guilford Neighborhood Hub zones: created a list of each E911 address with its zone and owner name and address; project data cleanup and documentation.
- Met with ANR's Municipal Roads Program manager to discuss road erosion inventories moving forward.
- Regional sidewalk data layer: began incorporating data to Vtrans' master feature layer; worked on a technique to transfer data from the Brattleboro's schema into the state/Vtrans schema for sidewalks, and WRC schema for crosswalks, so that Brattleboro data is compatible with state and regional data.

- Grants in Aid: conducted pre-construction visits in Londonderry, Putney, Weston, and Wilmington. Completed site summaries and sent to Vtrans. Completed project maps and sent to the towns.
- Met with the new road foreman and selectboard administrative assistant in Weston to review Grants in Aid and Road Erosion Inventories and answer questions.
- Continued work on road erosion inventories and culvert updates in Weston and Stratton.
- Updated culvert installation dates on Halifax culverts based on notes from the road foreman, and continued work on culvert updates in the field.
- Worked with Vtrans to correct a bridge mistake/omission on the Halifax town highway map.
- Reviewed town short photos on for several towns (Halifax, Londonderry, Marlboro, Newfane, Putney, Readsboro, Searsburg, Weston, and Windham) and added town long data to VT Culverts
- Compiled a list of towns where WRC did Road Erosion Inventory work, culvert updates, and sidewalk data collection for the last fiscal year
- Compiled pedestrian, traffic, and bike count data collected in the last fiscal year
- Processed three traffic counts in Stratton and created summary sheets
- Processed three traffic counts in Weston, and three in Stratton, and created summary sheets.
- Extracted bike data from Weston traffic counts and processed
- Set up four traffic counters in Dummerston, picked up, processed, and created summary sheets
- Set up 3 traffic counters in Westminster, and 2 additional counters in Dummerston.
- Set up pedestrian counters on 2 multi-use pathways in Dover, and at six locations on pathways and trails in Wilmington.
- Processed data and updated summary sheets for six pedestrian counts in Wilmington and two in Brattleboro.
- updated dates and symbology on maps for the WRP update and made new pdfs
- Continued work on surface water edits.

Municipal Planning Assistance (*Matt Bachler & Mike McConnell*)

- Weston Zoning Bylaw Amendments: Met with Development Review Board to get feedback on issues with current bylaws. Began planning for public informational meeting in September.
- Dover Zoning Bylaw Amendments: Met with Planning Commission to review draft revisions to flood hazard regulations and new subdivision regulations.
- Sent information to towns about Municipal Planning Grant funding announcement and responded to questions about eligible projects from towns.
- Met with Rockingham Planning Commission to review Enhanced Energy Plan and steps for amending Town Plan.
- Margo continues to work with the Town Whitingham Planning Commission on the update of their Town Plan.
- Liana, Matt and Margo are working with Vermont DEC Rivers Program on prioritizing outreach to municipalities in Windham County for updating Floodplain Bylaws before the formal updates to the FEMA floodplain maps are complete for the County in 2027.
- Margo is assisting the Town of Townshend on updating their Floodplain Bylaws.
- Liana is assisting with the housing chapter for Wardsboro Town Plan Update
- Wilmington Town Plan – Sue reviewed plan for typos and final edits. Prepared for and presented at a Public Meeting. Began developing state required reports for plan distribution.
- Mike is working with Marlboro on providing long term limited Zoning bylaw assistance

Natural Resources & Water Quality (*Margo Ghia*)

- Continued coordination and writing of the Economic Development Authority grant application for the Imtec Lane Stormwater project, including organizing application materials, registering and working in the EDGE application system, coordinating with project partners, Town of Rockingham, Automatic Drive LLC, BDCC, Sonnax and Chroma, completing required application forms, developing funding strategies to address match funding gaps, and meeting with the Town of Rockingham, VTrans, and the project team.
- Advanced multiple clean water and stormwater projects by completing progress reports, reviewing contractor invoices, finalizing the Clean Water Grant agreement for the Londonderry Transfer Station Stormwater Project, coordinating Gates Pond Road Stormwater project activities, and supporting the Spencer Drive Stormwater and Rockingham Transport Stormwater projects.
- Continued work on the Weston CDBG-DR project by coordinating with project partners, submitting quarterly reporting, participating in environmental review and Section 106 coordination, supporting match funding efforts, and organizing dry-hydrant site visits.
- Submitted a Department of Transportation Aquatic Organism Passage Culvert Replacement grant application for the Stella's Hole Culvert Replacement project in Putney
- Provided a Tactical Basin Plan 11 Regional Plan Conformance letter to Vermont DEC.
- Coordinated implementation of the Whitingham WISPr buffer planting and invasive species treatment project through execution of the Delegation Agreement amendment.
- Participated in the Act 59, Conservation Plan Listening Session Findings Webinar.
- Continued coordination with the Deerfield River Watershed Alliance on the Deerfield Wild & Scenic advisory committee.
- Hosted and participated in a Connecticut River Joint Commissions Wantastiquet Local River Subcommittee meeting.

Project Review (*Liana Rice*)

- Liana participated in Act 250 processes, hosted a meeting with Jim Pinkerton, chair of Project Review Committee (PRI), to discuss how the PRC will be conducted, met with Stephanie Gile, District 2 coordinator discussing how permits are reviewed.

Regional Plan Update (*Matt Bachler*)

- Matt, Liana, and Chris accompanied the Land Use Review Board (LURB) on site visits regarding WRP land use updates. Matt presented an overview of the Regional Plan Update process at the LURB public meeting at the Brattleboro Memorial Library.
- Provided public notice of WRC's public hearing on the draft Regional Plan on August 18th.
- Attended Dover Selectboard Meeting to provide an overview of Regional Plan Update and reviewed draft Regional Future Land Use map for Dover.
- Reviewed comments from Agency of Natural Resources, Department of Public Service, and VTrans on draft Regional Plan.

Transportation (*Colin Bratton*)

- As Municipal Project Manager, Margo convened the Newfane Salt Shed team to select an engineering design firm to send an At-The-Ready RFP for design services. The team received and reviewed the submitted proposal and made a recommendation to accept the proposal to the Newfane Selectboard.
- Margo completed transportation project management administration for Town VTrans funded projects by creating progress reports for the Newfane Salt Shed, Stratton Grout Pond Road, and

Windham Route 121 Culvert Replacement projects, reviewing contractor invoices, coordinating road closure notifications, and following up on project financial matters.

- Mike, Colin, Chris and Jeff met to discuss onboarding Mike McConnell into the program.
- Matt continued to coordinate between the Town of Londonderry, GPI, HTA, and contractor for the Londonderry Spring Hill Road culvert replacement project. The new culvert will be installed later this summer.
- The Alternatives Presentation was held for the Guilford Slate Rock Road Box Culvert replacement project. Dubois & King presented multiple potential designs for the new culvert to the public and Guilford Selectboard and made recommendations based on estimated cost and effectiveness. Guilford has chosen to move forward with a 4-sided concrete box culvert.
- The Steering Committee for the Athens Brookline Road Box Culvert project met to discuss ongoing work, including reviewing preliminary Alternatives designs for the new structure.
- The Consultant Selection Committee for the Bellows Falls School St ext met to review the technical proposal from Dubois & King for pedestrian improvements at the intersection of School St ext and Church Place in the area of the Rockingham Central Elementary School.
- Staff met with the Highway Foreman for the town of Brattleboro to discuss WRC and Brattleboro collaborating to lead a region wide bid for Road Salt for towns in the Windham Region.
- Staff attended the statewide Transportation Planning Initiative meeting in Chester, together with the 10 other Vermont RPCs and VTrans. This included site visits to ongoing transportation projects in Chester and Springfield.
- Met with Road Foreman in Stratton to discuss ongoing concerns related to speeding and traffic safety in the area of Stratton Mountain resort. WRC staff drafted a set of potential traffic calming recommendations to be reviewed by the Stratton Selectboard.
- Met with staff from the Town of Rockingham and Rockingham Selectboard to discuss potential next steps for the Bellows Falls Riverfront Trail project. A scoping study was completed in 2025 and the town is in the process of identifying potential construction funding sources.
- Met with Putney Town Manager and Road Foreman to discuss I-91 Overpass on Putney Landing Road and local concerns related to a future VTrans replacement project.

Other

- Margo and Liana are beginning the training and certification process to eventually become Certified Floodplain Managers.
- VT Planners Association – Sue attended monthly Executive Committee meeting.
- Matt, Chris, and Inessa worked on submitting close out documentation for the FY26 Agency of Commerce and Community Development Grant.
- Chris attended a meeting hosted by BDCC about the Vermont's Fiscal Future which featured the VT State Treasurer.
- WRC hosted a new commissioner orientation.
- Chris is a member of the National Flood Insurance Program Study Committee established by the VT Flood Safety Act.
- Southeast VT Community Action has received a grant to establish a COAD (Community Organizations Active In Disaster) to create a framework to coordinate volunteers and mobilize resources to aid individuals and families in the wake of a disaster. WRC is a participant in this effort and it builds upon people and experience who organized a long term recovery group in the wake of Irene.