

**Mad River Valley Planning District
Steering Committee Meeting
Draft Meeting Minutes for
October 15, 2015
7:00 PM
General Wait House**

Present:

Fayston: Jared Cadwell, Selectboard Member; Carol Chamberlin, Planning Commissioner

Waitsfield: Steve Shea, Planning Commissioner

Warren: Bob Ackland, Selectboard Member; Jim Sanford, Planning Commissioner

Sugarbush: Margo Wade

MRV Chamber of Commerce: Peter MacLaren

MRVPD: Joshua Schwartz, Dara Torre

Guests: Rebecca Baruzzi, Chamber of Commerce; John Hoogenboom, Moretown Selectboard Member; Patricia Floyd

Acceptance of the minutes of the September 17, 2015 meeting – minutes were approved.

Director's Report: Joshua described some highlights from the last month, including an update on the two Vermont Downtown Assistance Team (V-DAT) projects in process. Staff is assisting the Town of Warren with preparation of an RFP for a Local Project Manager/Clerk of the Works to help guide the Warren Main Street project. The Waitsfield Pocket Park still requires an easement from an adjacent property owner and environmental review approval from the state. Half of the project budget is allocated to soft costs for final design and complex permitting (floodplain, setback and lot coverage issues will inform the final design), but the implications for additional environmental review requirements (possible phase 1 & 2 environmental site assessments, green stormwater infrastructure, etc.) on the budget and project timeline need to be investigated further. A meeting with Vermont Community Development Program (VCDP) staff is planned for next week to determine environmental review next steps. Members commented on the difficulty of the project and concern for the amount of staff time that will be required. Joshua noted that compared to the longer term efforts we've been involved with (e.g., wastewater and sidewalks), the project timeline for the Pocket is relatively fast. For the Watershed-Wide Water Management Plan (W3MP), Joshua reported that a contractor has been hired (Stone Environmental) to study the MRV and identify priority action steps for stormwater management. An update on this planning process will be made by members of the W3MP taskforce at the upcoming Valley selectboard meeting on 12/9/15 (see further discussion, p. 3). Joshua noted that he is assisting the Town of Waitsfield in clarifying the review process required for the covered bridge roof. He thinks review will most likely be required from the VTrans covered bridge committee (vs. Division of Historic Preservation). He also provided a letter of support for Waitsfield's application to the Transportation Alternatives program for supplemental funds for the Bridge Street project. The MRV Moves project (Active Transportation Plan) has launched its outreach effort with a survey announcement that has been widely distributed throughout the Valley. Members were encouraged to share the announcement cards with their respective boards and commissions and to participate in the survey. Joshua reported that the Central Vermont Regional Planning Commission (CVRPC) commissioners voted to approve the amended regional land use plan and that

all MRV representatives were in attendance for the vote. East Warren has been identified as a hamlet in the new map. Members were encouraged to review the map and suggest any edits for the next round of updating (for 2016).

Economic Vitality Series (EVS): Rebecca Baruzzi of the Chamber of Commerce, volunteer Patricia Floyd, and Joshua completed an analysis of feedback from the EVS workshops. Joshua presented the findings, which included input from 153 survey respondents as well as the 150 workshop participants. The major areas of concern centered around affordable housing, transportation, and infrastructure/placemaking. Some of the issues can be further addressed within existing organizational structures, for example, events, marketing and business support innovations fall within the work plan of Chamber staff. Affordable housing, transportation and infrastructure-related issues fall within the scope of the Planning District. Three remaining areas that will require leadership from within the larger community include the food system, creative economy and recreation. Consideration of how to leverage our assets in these areas will be the focus of discussion at the upcoming Sector Representatives Meeting on 10/19/15 at the Hyde Away. Patricia commented that she is confident that leaders will emerge during that discussion. Bob added that he envisions the Planning District providing economic development leadership through ongoing facilitation and check-ins. Ideas that are elevated and articulated from the EVS process will be presented at the multi-town selectboard meeting on 12/9/15 as well as at the second Economic Summit, scheduled for mid-December (12/14/15 at Sugarbush). The group discussed implications for both short-term and long-term funding resources and mechanisms, and the need to have some budget proposals prepared for dissemination to selectboards in advance of the 12/9/15 multi-town meeting. Of note, both the 12/9 multi-town meeting and the Economic Summit (at which full selectboard attendance is invited) should be warned as special meetings (24 hours in advance).

MRVPD Workplan: Joshua circulated the FY16 workplan via email, and distributed a new FY17 draft for discussion. He asked members to share the draft with their respective boards for feedback and priority setting prior to the Steering Committee's next meeting on 11/19/15. Once guidance and comments are received, Joshua plans to tally up staff hours to have available for the budget discussion at the multi-town meeting on 12/9/15. The FY17 workplan addresses efforts in the areas of economic development, active transportation, neighborhood development area designation for Warren, wastewater, transportation (Transportation Advisory Committee - TAC) and sidewalks. The group discussed how to broaden the scope and participation of the TAC in light of the focus on transportation that surfaced in the EVS, and identified a need to participate more actively in priority setting on the regional level (e.g., advocacy during the STIP development process) and to address local issues beyond the Mad Bus. Members inquired whether the MRV could designate one representative to attend regional TAC meetings at the CVRPC via proxy vote. Other workplan areas include data, MRV Rural Resource Commission and housing. The MOU item from the previous year was deleted. For housing, Joshua believes MRVPD staff could update the 2008 housing plan themselves. A discussion of the condition of housing stock ensued, and a suggestion was made to research current efforts underway in Burlington. Joshua would like to have meeting dates for the MRV Housing Coalition and MRV TAC scheduled in advance of the Economic Summit to which interested community members can be invited.

Multi-Town Selectboard Meeting (12/9/15, 6:30PM, Waitsfield Elementary School):

Joshua distributed a draft agenda for the meeting for discussion. The goal this year is to broaden the conversation on watershed-wide issues to include Duxbury and Moretown. The Planning District will be the convener of the meeting. Possible titles for the meeting include Mad River Valley Town Governance Leadership Meeting (or MRV Municipal Leadership Meeting). After a discussion of meeting numbers and logistics, the group agreed to invite 2 members from each town's planning commission in addition to the selectboards, and request RSVP's to facilitate food planning. A U-shaped seating configuration was discussed. Dara will check with Corrie Miller of Friends of the Mad River regarding partnering on the catering expenses. Joshua will circulate an invitation to the meeting to each town board, and asked members to help pitch it to their respective boards.

The group discussed attendance at the Economic Summit in lieu of a December Steering Committee meeting. Finalizing the MRVPD budget will be the main agenda item for the November meeting.

The meeting adjourned at 9:26PM.

Next Meeting: November 19, 2015 at 7PM. The Steering Committee will not meet in December.

*Respectfully submitted,
Dara Torre*