

Bennington County Regional Commission

EXECUTIVE COMMITTEE

Minutes

Friday – June 28, 2024

8:30 AM

Meeting Conducted via ZOOM

Attending: Nick Zaiac, Sheila Kearns, John LaVecchia, Dan Monks, James Salerno, Janet Hurley (staff), Bill Colvin (staff)

The meeting was called to order at 8:32am.

Monks moved and seconded the approval of April 26, 2024 Executive Committee meeting minutes. Approved.

FY25 Proposed Budget and Work Plan

Colvin presented the FY25 Work Plan and then reviewed the draft FY25 BCRC budget. He noted the FY25 budget is slightly smaller (approx. -\$65,000 or 3.5%) than the FY24 budget due primarily to pass-through funding items such as the Bourne Brook and Lye Brook Flood Resilient Community Grants and the Sage Street Mill Vermont Afterschool Program Grant. Other line items are similar to FY24 and where some programs ended, new ones have been initiated. Given a slight reduction in overall revenue, modest salary increases (4%-6%) and a likely increase in health care costs of 12%-15% the projected bottom line is smaller than FY24, but still healthy.

Zaiac made a motion to approve BCRC FY25 budget and workplan subject to possible modification due to adjustment of Director's compensation, if any. The motion was seconded by Monks. Approved.

Intermunicipal Services Agreement Bylaw

The BCRC is the only remaining Vermont RPC whose bylaws do not allow for intermunicipal services agreements. With bylaws enabling such agreements, an RPC may promote cooperative arrangements and coordinate, implement, and administer service agreements among municipalities, including arrangements and action with respect to planning, community development, joint purchasing, infrastructure, and related activities; for example, by serving as zoning administrator to multiple towns.

At the April Executive Committee meeting Colvin was authorized us to pursue a bylaw modification to facilitate BCRC entering intermunicipal service agreements with regional municipalities. Colvin reviewed the proposed bylaw language which draws heavily from that used by other RPCs. He then reviewed the approval process with the Executive Committee.

Zaiac moved approval of language for bylaw amendment to allow BCRC to enter intermunicipal service agreements. Seconded by Monks. Approved.

Hurley and Colvin provided program updates on topics, including:

Community and Economic Development

- Putnam Phase 2
- Pownal Village Green Study
- Shaftsbury Economic Development Studies
- Southern Vermont Economy Summit
- Southern Vermont Comprehensive Economic Development Strategy
- Housing for All Mini-Summit - Rutland
- Business Visits

Planning Programs

- Regional Plan Update
- Bylaw Modernization Grant (BMG) Program
- Manchester Village BMG
- Municipal Planning Grant (MPG) Program
- Municipal Technical Assistance Program (MTAP)
- Municipal Energy Resilience Program (MERP)
- Emergency Management – Local Hazard Mitigation Plans; FEMA TA
- Brownfields
- Williams College Intern

Monks made a suggestion that the BCRC develop and provide sample bylaw language to municipalities for changes necessitated by the HOME act last year and H.687 this year.

LaVecchia inquired how Brownfields funding worked for the Sunderland Church MTAP proejxt and Hurley and Colvin explained how funding is accessed.

Hurley left the meeting.

Executive Director Review

Colvin reviewed the highlights of the self-evaluation he provided to the Executive Committee covering the period from his hiring in the fall of 2022 to June 2024.

At 9:37am Monks moved and Zaiac seconded that the Executive Committee go into Executive Session to discuss personnel. Approved. Colvin left the meeting.

The Executive Committee came out of Executive Session at 9:55

Motion to approve an 8% increase in compensation for Executive Director Colvin to a total salary of \$108,000 by Monks, seconded by Kearns. Approved unanimously.

Motion to adjourn was made by Monks, seconded by Salerno.

Adjourned at 9:58am.

Respectfully submitted,

William Colvin
Director