



## Executive Committee Meeting Minutes

Friday, July 8, 2022  
Conference Call

*Executive Committee members present:* A. Weinhagen, S. Lotspeich, S. Wraight, E. Vorwald

*VPA Members:* Matt Boulanger.

*Meeting began at approximately 10 a.m.*

Alex Weinhagen  
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Catherine (Cat) Bryars, AICP  
Vice President

Steve Lotspeich, RLA  
Treasurer

David W. Rugh, Esq.  
Secretary

Meagan Tuttle, AICP  
Past President

Sarah Wraight, AICP  
NNECAPA Conference  
Representative

Eric Vorwald, AICP  
NNECAPA Section  
Representative

### At-Large Members

Greta Brunswick

Chip Sawyer  
VT Downtown Board Rep.

Ravi Venkataraman, AICP

Sue Westa, AICP

### 1. Agenda Modifications

None. A. Weinhagen noted that there was not a quorum of EC members, but that discussion could still be had.

### 2. Announcements

None.

### 3. Minutes of May 13, 2022 Executive Committee Meeting

Action on these meeting minutes was tabled to the next meeting.

### 4. Committee Reports & Officer Round Table

#### A. Treasurer's Report for June 2022

S. Lotspeich said that the financials for May will be summarized at the next meeting. He said that the spring workshop incurred less than \$400 in expenses, and had approximately \$500 in sponsorship revenue from CCRPC, VAPDA, and Norwich Solar.

#### B. Downtown Board Report

C. Sawyer not present, but sent an email with the following updates:

- VT Downtown Board met on June 27.
- Approved new village centers for Mendon Village and Roxbury Village, making it now 224 total designated village centers.



A section of the  
**Northern New England Chapter  
American Planning Association**  
[nne.planning.org/sections/Vermont](http://nne.planning.org/sections/Vermont)

*The Vermont Planners Association (VPA) is a non-profit advocacy and educational organization of planners and related professionals. We are dedicated to advancing community planning in Vermont at the local, regional, and state levels, to foster vibrant communities and a healthy environment.*

- DHCD will administer the \$150,000 consultant review of the Designation programs. Described as “an independent, multi-stakeholder process to evaluate and make recommendations for modernizing the programs.” Report is due in July 2023.
- This month, we will be scoring the downtown/village center tax credit applications. This is the first time that Neighborhood Development Areas are also eligible.

### **C. Professional Development Committee**

S. Lotspeich said that the spring workshop went well with approximately 20 people attending in person, and 12-14 people attending remotely via Zoom. He said that there were some internet connectivity issues at the venue, which caused the Zoom session to drop a few times. Otherwise, the workshop went well. Presentation of the 2022 Awards also happened at the workshop, and went well with Cat B. as the awards master of ceremonies.

### **D. Communications Committee**

No report.

### **E. Nominating Committee**

No report.

### **F. NNECAPA**

S. Wraight noted that a coordination meeting between NNECAPA and the three sections is planned for July 15. There will also be a NNECAPA retreat at the end of July. She said that work on selecting a venue for the 2024 conference in Vermont is underway, but not decisions have been made yet.

### **G. Legislative Committee**

A. Weinhagen reported that committee is discussing legislative priorities for 2023, and will bring a proposal to the EC in September. It was noted that the additional funds from the State FY2022 budget adjustment were used to fund additional municipal planning grant projects, and that the program may allow extensions given the later start time for these projects and the lack of planning consultants.

### **H. Awards Committee**

As noted above, the 2022 awards ceremony went well as part of the spring workshop. A. Weinhagen noted that VPA’s 2022 plan of the year award winner (CreateVT: Action Plan for Vermont’s Creative Sector) has been nominated for an APA National Planning Excellence Award. As part of the nomination, Rebecca Sanborn Stone requested a letter of support from VPA. A. Weinhagen noted that anticipating a quorum issue at this meeting, he had provided the relevant information to the full EC via email, and asked for votes on whether to provide a letter

of support to be drafted by A. Weinhagen. Prior to the meeting, the following EC members expressed support: R. Venkataraman, S. Wraight, C. Sawyer, E. Vorwald, and C. Bryars. A. Weinhagen and S. Lotspeich also expressed support at the meeting. A. Weinhagen will draft the letter and get it to Rebecca.

**5. Other Business**

None

**6. Adjourn**

The meeting was adjourned. The next meeting is the on Friday, September 9<sup>th</sup>, at 10:00 a.m. via Zoom. There will be no EC meeting in August.