



**NVDA**  
*Northeastern Vermont  
Development Association*

**~ MINUTES ~  
BOARD OF DIRECTORS' MEETING  
Eastside Restaurant  
Newport, VT  
March 21, 2018 6:00 PM**

**THOSE ATTENDING:**

**Directors:** Keith Ballek, Jim Brown, William Davies, William Davis, Jeanne Desrochers, Laura Dolgin, Scott Dunn, Real Lanoue, Paul Monette, Tom Robinson, Peter Rodin, Fred Saar, Beala-Jean Shattuck, Brent Smith, Grant Spates, Larry Thompson, Mark Whitworth

**Guests:** Lila Bennett, Mark Gleicher, Rick Giesel, Tomasz Jankowski, Marsha Stricker

**NVDA Staff:** Tina Gonyaw, Lorna Higgs, Alison Low, David Snedeker

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The meeting was called to order by President Grant Spates at 6:00 pm.

**Update Agenda**

None

**Minutes**

A motion by Fred Saar, seconded by Paul Monette to accept the minutes of the December 13, 2018 meeting as mailed, carried unanimously.

**January & February 2019 Financials**

A motion by William Davies, seconded by Beala-Jean Shattuck, to accept the January & February 2019 financial statements subject to audit, carried unanimously.

## **Director's Updates**

- Opportunity Zone in St. Johnsbury, Lyndon and Newport City  
Thursday, March 28, 2019; 8:45 am – 12:30 pm  
NVDA Conference Room – 36 Eastern Ave  
Guest Speakers: Shannon Lenzini, Downs Rachlin Martin PLLC; Skye Morse & Katie Stuart-Buckley, M&S Development LLC
- Northeast Kingdom Energy Form event  
On March 20, 2019 at the Northwoods Stewardship Center over 30 local energy committee representatives from 15 NEK communities attended a grass roots energy forum. Attendees heard from representatives from the VT Energy & Climate Action Network, Efficiency Vermont and the local energy committees from Craftsbury and Glover about actions and available resources that can be utilized for weatherization, energy efficiency or renewable energy generation at the local level.
- NVDA Brownfields Coalition Partnerships – EPA Assessment Activities  
Utilizing the \$600,000 that NVDA and Coalition Partners Newport & S. Johnsbury received, several EPA Phase 1 & Phase 2 environmental assessment activities have been undertaken throughout our area. We are seeking more properties that would be eligible for EPA Petroleum funding
- NVDA Revolving Loan Program  
Following policy changes for our revolving loan programs, the NVDA loan program has been able to make business loans to a beverage business in St. Johnsbury and a planned multi-tenant project in Hardwick. Other business loan applications are pending.
- Quebec Small Business Recruitment  
NVDA's continued participation in the Vermont-Quebec Enterprise Initiative has facilitated the establishment of four new businesses in the Northeast Kingdom.
- Industrial Park Lot Sale  
NVDA is expecting to transfer, through sale, a lot in the St. Johnsbury-Lyndon Industrial Park to a local business in April.

## **Approval of Charleston & Westfield Town Plan**

Alison Low presented to the Board the recommendation of the Town Plan Approval committee for the Charleston Town Plan. A motion by Fred Saar, seconded Mark Whitworth, to regionally approve the Charleston Town Plan, carried unanimously.

Alison Low presented to the Board the recommendation of the Town Plan Approval committee for the Westfield Town Plan. A motion by Peter Rodin to regionally approve the Westfield Town Plan, carried unanimously.

### **Public Hearing**

Motion by Fred Saar to open the Public Hearing to confirm the municipal planning efforts of Charleston and Westfield. Alison Low explained that confirmation now only needs to occur twice within an eight-year period, whereas NVDA used to confirm eligible municipalities annually.

A motion by Paul Monette seconded by Jim Brown, to confirm the planning efforts of Charleston and Westfield carried unanimously.

Motion by Fred Saar to close the public hearing, approved unanimously.

### **Northeast Kingdom Human Services - Guest Speaker**

Mark Whitworth introduced invited speaker Tomasz Jankowski, President & CEO of the Northeast Kingdom Human Services.

Mr. Jankowski provided a slide presentation to the NVDA Board detailing the full range of services offered by NKHS throughout Caledonia, Essex and Orleans county. NKHS is looking to work closely with NVDA to strength the Northeast Kingdom in project areas such as housing and transportation.

### **Other Business**

None

There being no further business, a motion by Fred Saar, seconded by Mark Whitworth to adjourn the meeting carried unanimously.

President Grant Spates adjourned the meeting at 7:30 pm.