TOWN OF WAITSFIELD

CONSERVATION COMMISSION MEETING
Monday, July 19, 2021; 6:30 p.m.

AGENDA

1. Welcome and agenda review (5 min +/-) – 6:30 – Curt

2. Public input (5 min +/-) – 6:35

3. Review/approve 6/21 minutes (5 min +/-) – 6:40

4. Scrag Mountain Town Forest Trail planning – update, next steps from Trails Work Group, and discussion (30 min +/-) – 6:45 – Bob/Curt/Phil

5. Scrag Road water bar construction (5 min+/-) – 7:15 – Leo/Bob

6. Discussion with potential new Commission member P.J. Telep (15 min +/-) – 7:20

    - CV and statement of interest enclosed

7. Update on Tri-Town collaborative effort on trail planning and wildlife (5 min+/-) – 7:35 – Curt

8. Plan for Commission files – online platform and organization (10 min +/-) – 7:40 – Curt

9. Lot 42 on Scrag – the Covell heirs search (5 min +/-) – 7:50 – Leo/Ted

10. Member roundtable – All (10 min +/-) – 7:55 –All

11. Other business (10 min +/-) – 8:05 – Curt

    - Next meetings 8/16 and 9/20 at 6:30 pm
    - Recommended agenda items
    - Meeting length guidance
    - Other items

12. Executive Session to discuss real estate matter (10 min +/-) – 8:15

13. Adjourn – 8:25

In addition to the designated public comment period during the meeting, questions and comments may be submitted in advance to Curt Lindberg, Chair, at wcclindberg@gmail.com.

Conservation Commission

Bob Cook
James Donaldson
Bruno Grimaldi, Treasurer
Phil Huffman
Ted Joslin
Leo Laferriere, Vice Chair
Curt Lindberg, Chair
Chris Loomis, Secretary

**Town Clerk/
Asst. Treasurer**
Jennifer Peterson

**Town Treasurer/
Asst. Clerk**
Sandra Gallup

Town Administrator
Annie Decker Dell'Isola

**Planning & Zoning
Administrator/E-911
Coordinator**
vacant

Road Foreman
Rodney Jones

Fire Chief
Tripp Johnson

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Statement of Interest from Peter A. Telep, Jr.

A few words on my interest... I moved to the Mad River Valley in 1997 after graduating from Washington State University's Master's in Regional Planning program and started a career with the Vermont Agency of Natural Resources. I've been with the state since now with the Vermont Agency of Digital Services. Recently my wife and I have built a house in the Waitsfield Common area and had a son in August of 2020. As I approach 25 years of service with the state in a career that turned towards information technology despite a degree in planning, I'm interested in getting more involved in our community and environmental planning in a valley that strives to balance open spaces and development, access on both public and private lands, recreation and tourism, and agriculture. Topics I was first interested in when I chose to further my education in planning some time ago.

Peter A. Telep, Jr.

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I.   Professional Experience

Information Technology Director   2017 to Present
Vermont Agency Director of Digital Services (ADS)
- Support the Agency of Natural Resources (ANR), the Agency of Commerce and Community Development (ACCD), and the Natural Resources Board.
- Member, ADS Leadership Team, responsible for planning the Agency of Digital Services created in 2017 per Executive Order 06-11.
- Managed ANR and ACCD IT staff transition into the Agency of Digital Services.
- Led and facilitated the creation of the ADS Change Management Board.
- Led the IT funding model transition between the Agency of Digital Services, ANR, and ACCD.
- Manage a team of 25 IT professionals across end user support, software development, server administration, and geographic information systems.

Information Technology Director   2015 to 2017
Information Technology Division, Vermont Agency of Natural Resources
- Manage IT operations for the Agency of Natural Resources (ANR) for an agency of 700-1000 staff, 3 major Departments, Central Office, and the Natural Resources Board located across 6 offices, outposts, and state parks.
- Manage a team of 23 IT staff, organized into 4 sections, with 5 direct reports. Maintain current performance evaluations and organize staff and staff training investments towards building capacity, career growth, and information technology strategic direction.
- Executed a Division reorganization to better align IT with technology trends and business needs as well as to build skills bench-strength.
- Manage and facilitate the project and application portfolio governance model with ANR leadership to ensure IT alignment with agency goals and project prioritization.
- Lead IT strategic and operations planning for information technology utilization in ANR and the ANR IT Division.
- Served on the IT Classification Committee responsible for reviewing all state government requests for IT job reclassification as well as conducting a statewide review of 300 IT positions into new job specifications and series..
- Serve on ANR's Leadership Team to provide information technology guidance and updates as well as to stay abreast of Agency priorities, initiatives, legislative issues and mandates.

Project Manager IV   2014 to 2015
Information Technology Division, Vermont Agency of Natural Resources
- Track information technology projects through their project life-cycle and communicate project status, risks, constraints, and opportunities to the ANR IT Director and Agency leadership.
- Author, review, and provide input on information technology RFP's for Agency programs. Work with vendors and consultants to ensure IT requirements and constraints are considered.
- Lead or co-facilitate Lean and Kaizen events including invoice, auditing, and environmental complaint business processes. Participate and represent information technology issues on DEC's Business Information Technology committee.
- Conducted business analysis and project management activities for the agency-wide paperless invoice processing project. Designed and implemented a Microsoft SharePoint site to migrate from paper-based invoice processing to electronic invoice processing for all Agency business offices.
- Manage and administer the Agency SharePoint environment. Create and maintain SharePoint sites for program business needs.
- Continue to assume job duties of the Geographic Information Systems Manager.

Geographic Information Systems Manager   2005 to 2014
Information Technology Division, Vermont Agency of Natural Resources
Management
- Manage the GIS program, GIS staff, and coordinate GIS operations for the Agency of Natural Resources.
- Author and maintain the GIS program strategic and business plans. Establish program goals and conduct reviews of program performance to ensure GIS services are aligned to the business needs of the organization.
- Collaborate with the Agency IT Director to develop and maintain a sustainable GIS budget to fund software, hardware, yearly maintenance, and GIS services.
- Collaborate with the agency information technology team, other state and federal organizations, and external stakeholders to collaborate and partner on enterprise GIS initiatives to effectively provide geo-spatial services to staff and the public. Served on the Vermont Center for GIS Board of Directors. Active member of the State Enterprise GIS Consortium (EGC) group and Vermont Center for GIS Technical Advisory Committee.

Geographic Information Systems (GIS)
- Manage ESRI's ArcGIS software, leveraging concurrent licensing, for over 150 desktop software users including coordinating updates, patches, and service packs via managed software policies. Monitor GIS software use to ensure greatest return on the organization's software investment.
- Provide geo-spatial web and desktop services, data, and map products to the Agency staff as well as external stakeholders and the public utilizing ESRI's ArcGIS product suite including ArcGIS Server and SDE SQL Server. Leverage third party data and service providers to reduce duplication of GIS efforts, control costs, and minimize financial and technology risks.
- Develop Agency standards and guidelines for geographic information technologies and data as well as other information technologies such as SharePoint and mobile platforms.

System Developer II – Geographic Information Systems   1998 to 2005
Department of Environmental Conservation, Vermont Agency of Natural Resources
- Created the Agency's first dynamic mapping websites using ArcView Internet Map Viewer technology. Created and deployed ArcIMS mapping websites.

- Led the creation of an agency-wide GIS file server to provide one centralized source of GIS data to staff as well as streamline GIS data management in regional offices.
- Provided GIS mapping, analysis, and data services for the Department of Environmental Conservation utilizing ESRI's ArcGIS software.
- Facilitated and managed the transition from a single-use ArcView software environment to an enterprise concurrent licensing ArcGIS software environment.
- Created custom software tools using Avenue programming language to facilitate data entry and reporting by staff.

Natural Resources GIS Database Specialist 1997 to 1998
Water Supply Division, Vermont Department of Environmental Conservation
- Maintained and updated the drinking water source protection area and well location GIS database for the Water Supply Division using ArcINFO software. Provided map products to staff, consultants and the public. Worked with consultants to acquire GIS data and rectify map errors.

II.   <u>Education</u>
  Masters of Regional Planning, Washington State University   **1996**
  Bachelor of Arts, Political Science, University of Vermont   **1993**

III.   <u>Appointments, Memberships, & Awards</u>
  - Member, Satewide IT Classification Panel   2015 to 2017
  - Gubernatorial Appointment, Board of Directors, Vermont Center for GIS   2012 to 2015
  - Member, Vermont Enterprise GIS Consortium   2009 to Present
  - Member, VCGI Technical Advisory Committee   2000 to 2015
  - Member, State of Vermont Enterprise SharePoint Governance Board   2012 to 2014
  - Secretarial Appointment, Co-Chair, Center for Information Management,
Vermont Agency of Natural Resources Reorganization Initiative   2008
  - Employee of the Year Award, Vermont Department of Environmental Conservation 2000

IV.   <u>Notable Training</u>
  - ScrumMaster   2016
  - Project Management, PMBOK, PMI   2015
  - Lean Leadership, Leanovations International   2013
  - Microsoft SharePoint 2010 Workflow   2012
  - Intermediate Business Analysis Training, The Summit State Training Center   2010
  - Adaptive Project Framework Workshop, Cutter Consortium   2010
  - Business Requirements Management, Ouellette & Associates   2007
  - Orientation to Supervising, The Summit State Training Center   2005

V.   <u>Interests</u>
  Skiing, Mountaineering, Cycling, Running,