



May 29, 2013

Mr. Joe Colangelo  
Hinesburg Town Manager  
10632 VT Route 116  
Hinesburg, VT 05461

Dear Mr. Colangelo:

According to the bylaws of the Chittenden County Regional Planning Commission, "The term of the representatives and alternates will be for two years beginning July 1<sup>st</sup>. Communities whose beginning letter falls between A-K shall appoint a representative in even numbered fiscal years. It is desirable that the representative be a current or past member of the locally elected legislative body.

We are requesting that you have your legislative body take action to appoint/reappoint a representative and an alternate to the CCRPC for a term of two years beginning July 1, 2013 through June 30, 2015. The CCRPC supports diversity and equity in our representation, and we encourage municipalities to consider CCRPC Board members and alternates that represent our increasingly diverse populations.

We ask that you complete the enclosed letter of appointment and return it to us in the enclosed self-addressed envelope (or scan and email to us – [bferenc@ccrpcvt.org](mailto:bferenc@ccrpcvt.org)) by June 30, 2013.

Thank you for your assistance in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Bernadette Ferenc".

Bernadette Ferenc  
Business Manager (Transportation)

Attachment

cc: CCRPC Representative: Andrea Morgante  
CCRPC Alternate: Joe Colangelo



Ladies & Gentlemen:

This will inform you that at our meeting of \_\_\_\_\_ we voted to appoint the following as our representatives to the Chittenden County Regional Planning Commission for a term of two years commencing July 1, 2013 and ending June 30, 2015.

CCRPC Representative: Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Fax number: \_\_\_\_\_

Alternate Representative: Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Fax number: \_\_\_\_\_

Very truly yours,

\_\_\_\_\_

Name and Title

\_\_\_\_\_

Municipality