

ADDISON COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE BOARD MEETING

March 27, 2019

The Addison County Regional Planning Commission's Executive Board held its monthly meeting at the Regional Planning Commission's office in Middlebury with Chair, Diane Benware, presiding.

ROLL CALL

Ferrisburgh Tim Davis
Leicester Diane Benware
Lincoln Steve Revell
Middlebury Ted Davis
Shoreham
Monkton Steve Pilcher
Vergennes Shannon Haggett

STAFF: Adam Lougee, Director

Diane opened the meeting at 6:30.

MINUTES

Minutes: Steve Revell moved to adopt the February 27, 2019 minutes. Shannon Haggett seconded the motion. The motion passed by a voice vote with Ted Davis abstaining.

TREASURER'S REPORT

Adam handed out a financial report through February 2019. He noted that revenues trail expenses by about \$50,000. Adam noted that the Category A grants, which are substantial, have yet to be billed. Most are very near completion and should go out shortly. He expects that will improve the budget. He also expects that once we send those billings, and collect the March quarterly bills, the cashflow situation will show a much closer balance. After some discussion, **Shannon Haggett moved to accept the Treasurer's Report as presented. Stephen Pilcher seconded the motion which all approved.**

COMMITTEE REPORTS

Act 250/248: Adam noted the Committee had no new significant applications and did not meet.

Energy: The Committee did not meet.

Local Government: No activity since the Starksboro meeting on December 6th. The Committee reviewed more than half of the Region's town plans last year, so does not expect a lot of new work this year.

Natural Resources: The meeting was cancelled because of illness.

Transportation: The Committee met in March. Its main item of business was to preview the public presentation on the Vergennes Truck Study. It also discussed other smaller projects underway in the Region.

Policy Committee: The policy committee met just before the Executive Board, reviewed the existing personnel policy and completed all but the statutorily mandated changes. It will finish amendments this month, send it out for a legal review and then bring back to the Executive Board and full commission for approval.

OLD BUSINESS

Lease of Property: Adam noted he spoke with Bill Townsend, our Landlord, and expected to have the lease completed next month.

Annual Meeting: The Board discussed the annual meeting and advised Adam to investigate the Middlebury Inn and Basin harbor and to keep looking for speakers. They will wait until their next meeting to consider nominations for the Bertha Hanson award.

Nominating Committee: Adam noted that the full commission had authorized the executive Board to create the nominating committee. They had also received three volunteers for the committee at the last meeting: Arabella Holzapfel, Tim Bouton and Ross Conrad. After some discussion, the Board noted it wanted at least one member that had served on the Committee before to keep some continuity. Steve Revell volunteered to serve on the committee. **Stephen Pilcher moved to elect Arabella Holzapfel, Steve Revell and Tim Bouton to the Nominating Committee. Ted Davis seconded the motion which passed unanimously. Steve will contact the other members and have a slate ready for the April Full Commission meeting.**

Appoint Housing and Economic Development Committees:
Previously, the Board made the following assignments:

Economic Development Committee (To work with ACEDC committee members): Bob Feuerstein and Ross Conrad;
Population and Housing Committee: Ellen Kurrelmeyer, Ashley Laux and Tim Davis.

As of today, Adam noted he does not have new volunteers. He has instructed Katie to move forward with the Housing Section. He is moving forward with the Economic Development Section. Since the Economic Development Section is being done with ACEDC, and we have secured interns from Middlebury College and are recruiting directors of other Addison County organizations to create goals and plans for the sectors of the economy within which they work, Adam does not believe we need any more members on that committee. He will still ask for housing. Stephen Pilcher noted he may have a new member from Monkton that will be interested.

Other: Adam noted that he had already received some interest on the shared services that he discussed at the last full commission meeting as there are several towns in need of a zoning administrator and interested in possibly sharing one fulltime position. Adam noted that price will be the issue as benefits and our overhead will increase the town's costs. Adam will continue to investigate.

NEW BUSINESS

Draft Budget and Workplan FY 2020: Adam distributed a draft budget he had created for the meeting. He noted that it did not balance and really constituted a first cut. We need to approve it by June. Adam noted he would have something better together by April.

Vermont Gas MOU re Bristol: Adam stated that the MOU ACRPC signed with Vermont Gas contained a requirement that they work diligently to connect the Village of Bristol to the network. They have been working to do so, but have been inhibited by lawsuits. Last week Bristol revoked their license to work in the right of way. Vermont Gas asked for a hiatus in pursuing the permits. Adam agreed that would be in keeping with the MOU and helped Vermont Gas draft a press release noting ACRPC concurred with the decision. The Board ratified Adam's action on its behalf.

Other: None.

ADJOURNMENT

Ted Davis moved to adjourn. Shannon Haggett seconded the motion. All approved and the meeting adjourned at 7:45 p.m.

Respectfully submitted by
Adam Lougee