

ADDISON COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE BOARD MEETING
August 28, 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
Middlebury Ross Conrad
Salisbury
Shoreham
Monkton Stephen Pilcher
Vergennes Shannon Haggett

STAFF: Adam Lougee, Director

Diane opened the meeting at 6:35.

MINUTES

Minutes: Shannon Haggett moved to adopt the July 24, 2019 minutes. Tim Davis seconded the motion. The motion passed by a voice vote.

TREASURER'S REPORT

Adam handed out a financial report through June 2019. Adam and the Executive Board reviewed the financials in some depth. He noted that revenues trail expenses by about \$25,000. However, Adam noted that we are 100% of the way through the year, our expenses are at 97% of budget and our revenues are at just over 91 % with only budget adjustments to account for. Adam believes we will end this fiscal year with about a \$20,000 loss. However, almost all of the revenue that we did not collect will transfer over into the following year, which should make that budget easier.

Steve Pilcher moved to accept the Treasurer's Report as presented. Ross Conrad seconded the motion which all approved.

COMMITTEE REPORTS

Adam noted the Act 250, Energy, Local Government, Housing and Natural Resources did not meet in August. Act 250 and Energy meet September 3rd, Housing will meet on the 19th and Natural Resources will meet on September 11th.

Policy Committee: The Policy Committee reviewed the marked-up Personnel Policy it received back from VLCT, made its changes and needs to proof those changes one more time before presenting to the Executive Board.

Economic Development Committee: The Committee met at Addison County Economic Development Corporation received the final data from its interns in August. It will review the data and begin writing the plan.

Transportation Advisory Committee: The TAC spent most of its time reviewing grant proposals from member municipalities.

OLD BUSINESS

Personnel Policy: See committee report above.

Committee Assignments: Adam presented the Executive Board with Committee requests from those members that had submitted them. The Board worked to honor requests and formed committees. The Board believes each committee has a satisfactory number of members, **but would like to see people join the Economic Development Committee if they are still interested in committee memberships. The Executive Board shall distribute Committee Assignments at the September full Commission Meeting.**

Review of the Executive Director: Diane thanked the other members for their comments. The Executive Board shared a positive review with Adam.

Other: None.

NEW BUSINESS

Eco-AmeriCorps Position: Adam noted Allie left ACRPC in August. She will be a hard act to follow. Adam noted our new member, Benton Wright will start at ACRPC September 16th. Adam distributed Ben's resume, which contained a lot of planning related coursework.

Re-designation of the Otter Creek Wetlands Complex as a Class 1 Wetland: Adam informed the Board that several Conservation Commissions in the area have been spearheading the effort to re-designate all or a portion of the Otter Creek wetlands complex as a Class 1 wetland. ACRPC has been facilitating the discussion, providing support (mapping) and space for the discussion. We have not weighed in on the proposal being developed. When the Conservation Commissions complete their proposal, Adam plans to bring the proposal to the Full Commission for its consideration.

Otter Creek Basin Plan/ Water Quality Service Provider: Adam noted that at its September meeting the Natural Resources Committee will review the draft Otter Creek Basin Plan. It will make recommendations to the full Commission, which will then review the plan at its October meeting.

Allie, Kevin and Mike have all contributed to portions of the plan, but Adam noted that he has not seen the final draft yet. He hopes it will contain a site-specific project list.

Adam also does not currently have a lot of insight into the Water Quality Service Providers funding, roles and responsibilities. RPC's are one of the entities that could provide that service. Adam will want the commission to have a lot more information on the role before it makes any decisions regarding whether to pursue it.

Other: Secretary Flynn Responded to the Vermont 22A Truck study positively and offered to fund a significantly more implementation study provided that Vergennes and ACRPC can provide letters of support from the surrounding communities.

ADJOURNMENT

Steve Pilcher moved to adjourn. Shannon Haggett seconded the motion. All approved and the meeting adjourned at 8:25 p.m.

Respectfully submitted,
Adam Lougee