

ADDISON COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE BOARD MEETING
October 30, 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

Leicester Diane Benware

Middlebury

Shoreham Nick Causton

Monkton Stephen Pilcher

Vergennes Shannon Haggett

Whiting Ellen Kurrelmeyer

STAFF: Adam Lougee, Director

Diane opened the meeting at 6:35

MINUTES

Minutes: Shannon Haggett moved to adopt the September 25, 2019 minutes. Stephen Pilcher seconded the motion. Ellen requested some clarification regarding the Otter Creek Basin Plan. With minor modifications to the minutes, the motion passed by a voice vote.

TREASURER'S REPORT

Adam handed out a financial report through September 2019. Adam and the Executive Board reviewed the financials in some depth. He noted that revenues exceeded expenses by about \$70,000. Adam noted that we are 25% of the way through the year, our expenses are at 27% of budget and our revenues are at just over 38%. This is healthy, but we have also billed DHCD \$55,000 for the second quarter and have collected dues for the entire year. These two pre-billed items account for all of the excess billing. Adam reviewed all other revenue programs in depth. Much of the funding we did not collect last year will carry into this year. Adam believes we will be in good budgeting shape moving forward.

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

COMMITTEE REPORTS

Adam noted the Act 250, Energy, Local Government, Economic Development and Natural Resources have not met since they provided their updates at the last Full Commission meeting.

Transportation Advisory Committee: The TAC heard two presentations at its October meeting. One was on the project it commissioned studying the Intersection of Monkton Bristol Road and States Prison Hollow Road. The second presentation provided information about the State Transit Plan Update.

Housing Committee: The Housing Committee met on October 24th and continued its work revising the regional plan. It performed editorial and layout work and created new goals and policies. It hopes to have a complete draft of the plan for presentation to the Full Commission by February of 2020.

OLD BUSINESS

Otter Creek Basin Plan/Water Quality Service Provider: Adam noted that in September, the Natural Resources Committee received a presentation of the Otter Creek Basin Plan. They are drafting comments reacting to it this month. In October, ANR presented the Basin Plan to the Full Commission. In November, the Natural Resources Committee will review its comments with the Full Commission and lead discussion on a vote regarding whether the Commission will certify that the Basin Plan complies with the ACRPC Regional Plan.

Adam also noted that he still had not heard any new details regarding the Water Quality Service Provider structure. ACRPC will coordinate with Rutland RPC in any response it makes.

Audit Timeline: Adam noted that Vance DeBouter, ACRPC's accountant was here the week of October 21st and performed his review of the Commission's finances. While we lost a little money, Adam does not expect any adverse findings. Vance will present a draft audit to the Executive Board at its next meeting. Assuming the Executive Board does not have any issues, Adam intends to present it to the Full Commission at its December meeting for approval.

Other: Adam noted that the next Executive Board meeting will be December 4th, to avoid conflicting with the Thanksgiving holiday. There is currently no Executive Board meeting planned for the end of December.

NEW BUSINESS

Review of the Workplan and Budget: Please see the Treasurer's Report above.

Other: None.

Member's Concerns/Information: Shannon noted that Vergennes was one of the 6 communities chosen statewide to work with the Congress for New Urbanism and Vermont

Department of Housing and Community Development to develop housing friendly bylaws. Katie will attend the meetings on behalf of ACRPC.

Shannon was also looking for zoning fee rates from other communities. Adam noted ACRPC did not keep the data but could ask for it at the next ZA Roundtable.

ADJOURNMENT

Steve Pilcher moved to adjourn. Shannon Haggett seconded the motion. All approved and the meeting adjourned at 7:15 p.m.

Respectfully submitted,
Adam Lougee