

ADDISON COUNTY REGIONAL PLANNING COMMISSION
FULL COMMISSION MEETING MINUTES
March 13, 2019

ACRPC held its monthly meeting at its office on Seminary Street in Middlebury with the Vice Chair, Stephen Pilcher of Monkton, presiding.

ROLL CALL:

Addison:

Bridport: Andrew Manning

Orwell:

Bristol: Peter Grant

Panton

Cornwall: Stan Grzyb

Ripton:

Ferrisburgh: Steve Huffaker

Salisbury: Tom Scanlon
Barrie Bailey

Goshen: Jim Pulver

Shoreham:

Leicester:

Lincoln: Steve Revell

Starksboro: Richard Warren

Middlebury: Karl Neuse
Ted Davis
Ross Conrad
Ashley Laux

Vergennes: Shannon Haggett
Cheryl Brinkman

Waltham:

Monkton: Steve Pilcher

Weybridge: Mary Cullinane

Whiting: Ellen Kurrelmeyer

New Haven: Harvey Smith
Tim Bouton

CITIZEN INTEREST REPRESENTATIVES:

Addison County Farm Bureau:

Kent Wright

Addison County Economic Development Corp:

Otter Creek Audubon Society:

Ron Payne

Otter Creek Natural Resources:

Paul Wagner

Addison County Chamber of Commerce:

ACRPC EXECUTIVE BOARD

Chair: Diane Benware

Vice-Chair: Steve Pilcher

Secretary: Tim Davis

Treasurer: Ted Davis

At Large: Steve Revell

Shannon Haggett

Nick Causton

STAFF

Executive Director: Adam Lougee

Assistant Director/GIS Manager: Kevin Behm

Land use Planner: Katie Raycroft-Meyer

Transportation Planner: Mike Winslow

Emergency Planner: Andrew L'Roe

Office Manager/Bookkeeper: Pauline Cousino

Eco-Americorps member: Allison Dinwiddie

7:00 p.m. PRESENTATION: Faith Ingulsrud and Jacob Hemmerick from the Agency of Commerce, Department of Housing and Community Development spoke about the State designation programs and what they offered to communities. A copy of their PowerPoint is available here:

BUSINESS MEETING: Stephen opened the meeting and introduced the first order of business.

I. Approval of Minutes. A motion by Ellen Kurrelmeyer to accept the December 12, 2018 minutes (Both the January and February full Commission meetings were cancelled due to snow storms), seconded by Tim Bouton was approved by voice vote with Arabella Holzapfel and Wendy Sue Harper abstaining.

II. Executive Board Minutes: Stephen noted that the Executive Board draft minutes are included in the meeting package. He explained that they are available for the Commission's information, but do not require any action. Upon hearing no questions regarding the draft Executive Board meeting minutes, Stephen moved to the next item on the agenda.

III. Treasurers Report: Adam presented the Treasurer's Report. Adam noted that this year's budget through January is in the package. He noted balances were good and that through January, expenses exceeded revenues by about \$6,000. Adam noted this was largely caused by a timing issue. Specifically, he expects to complete most of the Category A town work next month, allowing him to bill a sizable amount of work. Adam noted he was happy to take any questions. A motion by Ellen Kurrelmeyer to approve the treasurer's report as presented, seconded by Steve Revell was approved unanimously by voice vote.

IV. Committee Reports:

ACT250/248 Committee: Ellen reported that at is February meeting the Committee reviewed two applications, one extending the permit for an existing gravel pit for an additional 5 years to complete extraction and reclamation and the other for a small new distillery with a tasting room in the Vergennes Industrial Park on Panton Road. The committee felt neither had regional significance as defined in the plan. The Committee also reviewed the Commission's decision regarding Criteria 9 (L) in the Town and Country Home case. While the Commission went to great lengths to explain its decision, the Committee felt the circumstances were so unique that it could not take a lot away from the decision.

Energy Committee: Jeremy Grip reported that the Energy Committee met in February at 6:00 p.m. and discussed next steps for the Committee in implementing the Plan. It reviewed a proposal from ACoRN for Community Solar and requested that Adam develop an RFP for

towns to solicit community solar from a number of vendors. It also reviewed the process by which it would review and approve Town Energy Plans.

Natural Resources: The Natural Resources Committee will meet before the April meeting.

Transportation Advisory Committee: Andrew Manning reported that the TAC met in February and completed its work on regional priorities. In March, the main item of business will be a preview of the Route 22A Truck Study final presentation. The public presentation will take place April 2nd at 6:00 p.m. at the Vergennes Opera House. At 6:00, the event will begin with an open house and then a formal presentation and discussion starting at 7:00 p.m.

Local Government Committee: The Local Government Committee did not meet.

Policy Committee: Shannon Haggett reported that the Policy Committee continued its work reviewing the current Personnel Policy. It expected to complete the review at its next meeting, then send it out for legal review and bring it to the Commission for adoption in June.

V. Joint Partners Report: Adam did not have any report to provide, but noted we would discuss our work with Addison County Economic Development later on the agenda.

VI. Delegate Staff Recognition/ Project Highlights: Adam introduced Katie Raycroft - Meyer of Bristol as the Commission's new Community Planner. He noted Katie started in February and that she would be working on the Population and Housing Section of the Regional Plan, energy planning and helping towns with municipal planning and zoning. Katie then introduced herself, said a few words about her interests and expressed her desire to work with the Commission on planning projects.

VII. Old Business.

Economic Development and Population and Housing Sections of the Regional Plan: Adam noted that he intends to update the Housing and Population and Economic Development Sections of the Regional Plan and is still looking for volunteers for both committees. He thanked Bob Feuerstein and Ross Conrad for agreeing to serve on the Economic Development Committee; noted that the Executive Board had appointed them to a joint committee with members of the Economic Development Corporation and concluded that ACRPC could still appoint one or two more Commissioners.

Adam also thanked Ashley Laux, Ellen Kurrelmeyer and Tim Davis for agreeing to serve on the Population and Housing Committee, noted the Executive Board had appointed them at its

last meeting and noted that anyone else wishing to volunteer for the Population and Housing Committee should speak to a member of the Executive Board or himself.

Staffing: Adam noted we were fully staffed with Katie's hiring.

Other: None.

VIII. New Business

Transportation Planning Updates: Adam reminded the Commission again that the Vergennes Truck Study would present findings on April 2nd at the Vergennes Opera House (See newsletter for more details). He noted that the Commission and the Selectboard Chairs of Middlebury, Cornwall and Bridport had sent a follow-up letter to VTrans asking for details of the scoping study it had agreed to do and requesting further action to implement safety improvements as recommended by the scoping study regarding Route 125. Lastly, he noted that the engineers and VTrans would be presenting the results of the scoping study that they have completed on the Old Hollow Road/Route 7 intersection in Ferrisburgh. Adam noted that the Commission has supported a roundabout in that location if feasible, but many community members favored a traffic light.

VAPDA Regional Planning Brochures: Adam distributed a copy to each commissioner. He noted it does a nice job describing the type of work Regional Planning commission's do throughout the State.

Enabling Shared Services Contracts: Adam noted that a couple of years ago the legislature had formally recognized RPC's ability to offer shared services to a subset of its members where the members requested the service. He noted examples of a zoning administrator or town administrator working for ACRPC, but serving several towns. He noted he did not have a formal proposal at this time, but had received inquiries about this type of service from several towns and that he would explore it and bring a proposal to the commission if the member communities requested that the Commission offer the service.

Election of a Nominating Committee: Adam noted that generally the bylaws call for ACRPC to solicit names at its February meeting for a vote at its March meeting. Since February was cancelled, we need to take care of this item now. We can either take nominations from the floor and vote or send the matter to the Executive Board and let them vote. **Karl Neuse moved to allow the Executive Board to appoint a nominating committee. Tim Davis seconded the motion.** After some discussion, where several members objected to the Executive Board appointing the nominating committee as bad practice, the full Commission voted by voice vote to have the Executive Board appoint the nominating committee. Stephen Pilcher then asked the members of the Commission for volunteers to the nominating

committee that the Executive Board should consider. Arabella Holzapfel, Ross Conrad and Tim Bouton volunteered to serve on the Nominating Committee.

Discussion of Annual Meeting and Location and Speaker. Adam requested suggestions for a place and speaker for the annual meeting. He received several recommendations and a concern that Mary's in Bristol was not handicap accessible.

Bertha Hanson Award: Adam described the Bertha Hanson Award and requested that Commissioner's nominate one of their peers for the award by speaking to Adam or a member of the Executive Board. The E-Board will take the nominees and make a decision at its April meeting.

Other: Ron Payne asked Adam about the Act 250 bill pending before the legislature. Adam noted he had testified on his own behalf and had not supported the current draft of the bill. Adam stated that he felt that the bill contained a number of definitions that were very vague and could lead to a sizable expansion of jurisdiction that would hurt the working landscape. He also noted that the designations that we discussed earlier would not be able to help in most Addison county communities and instead should be tied to local planning. Lastly, he noted that going back to an Environmental Board model would split the appeal track for local and state agency permits and act 250 permits, leading to uncertainty and redundancy. Harvey Smith asked Adam to send a copy of the current Act 250 bill to the full Commission. He noted he would be happy to speak with any members about it.

IX. Member Concerns. Andrew Manning noted that Ed Payne has been very sick and that he is currently in Porter Hospital. He encouraged members of the commission to visit if they could.

X. Adjourn. On a motion to adjourn by Harvey Smith, seconded by Wendy Sue Harper and unanimously approved, the meeting adjourned at 8:55 pm.

Respectfully submitted by:

Adam Lougee