

ADDISON COUNTY REGIONAL PLANNING COMMISSION
FULL COMMISSION MEETING MINUTES
April 10, 2019

ACRPC held its monthly meeting at its office on Seminary Street in Middlebury with the Chair, Diane Benware of Leicester, presiding.

ROLL CALL:

<i>Addison:</i>		<i>Orwell:</i>	
<i>Bridport:</i>	Andrew Manning Ed Payne		
<i>Bristol:</i>		<i>Panton:</i>	
<i>Cornwall:</i>	Stan Grzyb	<i>Ripton:</i>	Jeremy Grip
<i>Ferrisburgh:</i>	Steve Huffaker	<i>Salisbury:</i>	Tom Scanlon Barrie Bailey
<i>Goshen:</i>	Jim Pulver	<i>Shoreham:</i>	Nick Causton
<i>Leicester:</i>	Diane Benware	<i>Starksboro:</i>	Richard Warren
<i>Lincoln:</i>		<i>Vergennes:</i>	Shannon Haggett Cheryl Brinkman
<i>Middlebury:</i>	Ted Davis Ross Conrad Ashley Laux	<i>Waltham:</i>	
<i>Monkton:</i>	Wendy Sue Harper	<i>Weybridge:</i>	Mary Cullinane
<i>New Haven:</i>	Harvey Smith Tim Bouton	<i>Whiting:</i>	Ellen Kurrelmeyer

CITIZEN INTEREST REPRESENTATIVES:

<i>Addison County Farm Bureau:</i>	Kent Wright
<i>Addison County Economic Development Corp:</i>	Bob Feuerstein
<i>Otter Creek Audubon Society:</i>	Ron Payne
<i>Otter Creek Natural Resources:</i>	Paul Wagner
<i>Addison County Chamber of Commerce:</i>	

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: Statewide Property Parcel Mapping Project Updates and Info Session. Tim Terway from the Vermont Center on Geographic Information joined the Commission. He discussed State parcel mapping efforts and new offerings available on the VCGI website. Tim noted the project is a state funded effort to update GIS property parcel data for every town in Vermont and match it with the Grand List. You can [learn more about the project here](#).

YEAR 3 Towns: Ferrisburgh, Monkton, Starksboro, Pantton, New Haven, Addison, Bridport, Shoreham, Cornwall and Middlebury will start the process of updating data shortly.

Year 2 Towns: Bristol, Lincoln, Waltham, Salisbury, Goshen and Whiting are just finishing creating the data; and

YEAR 1 Towns: Vergennes Weybridge Ripton and Leicester, completed the process.

Tim notes VCGI is still happy to take questions and give advice on updating data to all towns.

8:00 BUSINESS MEETING: Diane opened the meeting and introduced the first order of business.

I. Approval of Minutes. A motion by Ellen Kurrelmeyer to accept the March 13, 2019 minutes seconded by Tom Scanlon was approved by voice vote with Ed Payne, Ross Conrad, Ashley Laux, Mary Cullinane, Bob Feuerstein and Jeremy Grip, abstaining.

II. Executive Board Minutes: Diane noted that the Executive Board draft minutes are included in the meeting package. She 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, Diane 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 February is in the package. He noted balances were a little lower than he would like and that through February, expenses exceeded revenues by about \$40,000. 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 Tom Scanlon to approve the treasurer's report as presented, seconded by Ellen Kurrelmeyer was approved unanimously by voice vote.**

IV. Committee Reports:

ACT250/248 Committee: Ellen reported that the Act 250 Committee did not meet in March as we had no applications to review.

Energy Committee: Jeremy Grip reported that the Energy Committee did not meet in March. Adam noted he needed to be at another meeting and had little funding to support additional implementation actions by the Energy Committee at this time. He hoped in next fiscal year, RPC's may be able to secure additional funding to help implement the Energy plan and Town Energy plans.

Natural Resources: The Natural Resources Committee met before the meeting tonight. They reviewed VT ANR's new publication for Conservation Commissions entitled, "Mapping Vermont's Natural Heritage".

Transportation Advisory Committee: Andrew Manning reported that the TAC met in March. He noted most of the meeting was dedicated to pre-screening and commenting on the Route 22 A truck Study that Stantec was preparing for presentation to a Vergennes Audience April 2nd. Adam also noted that the public presentation took place April 2nd at 6:00 p.m. at the Vergennes Opera House. Adam noted the event went very well. More than 100 people attended and all supported implementing alternative B, a new corridor west of Vergennes.

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 reported that the joint committee working on creating an Economic Development Plan for the two organizations had met, created its outline, spoken with the interns it will use for data collection and analysis over the summer and discussed how to work with local sector champions.

VI. Delegate Staff Recognition/ Project Highlights: Adam welcomed John Brace, a new Alternate from Monkton. John introduced himself and noted he was anxious to work on the Housing Committee to address affordable housing in the region.

Adam also pointed to Kevin's monthly highlight and an article in the newsletter describing a project ACRPC, particularly Kevin, created, which is scheduled to be awarded "Planning Project of the Year" by the Vermont Planners Association at the Statehouse.

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 this year. As noted, economic development is moving forward. He thanked Bob Feuerstein and Ross Conrad for agreeing to serve on the Economic Development Committee. He 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 December 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. He also noted that Katie had begun her work to gather the data necessary to support that portion of the plan.

Enabling Shared Services: Adam noted that he had brought this up last month and he was already working with several towns to determine whether a contract to hire a zoning administrator shared between towns would work.

Other: None.

VIII. New Business

Transportation Planning Updates: Adam skipped over Vergennes having covered it above in the AC report. Adam 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. They have yet to hear back. Adam also 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 next week on April 16th. Steve Huffaker, a TAC delegate from Ferrisburgh noted that with the overwhelming support of the Ferrisburgh community. Adam noted that the Commission has supported a roundabout in that location if feasible, to preserve the carrying capacity of the roadway.

Report of the Nominating Committee: Tim Bouton spoke on behalf of the Nominating Committee. He noted they met and proposed the following slate of officers for election at the full Commission annual meeting in May:

Diane Benware, Chair
Stephen Pilcher, Vice Chair
Tim Davis, Secretary
Nick Causton, Treasurer
Shannon Haggett

Ross Conrad and
Tom Scanlon as “at large” members.

Tim noted that the timing of when new delegates are appointed and the vote at the annual meeting make it difficult for the nominating committee to know that any given delegate will be re-appointed to serve their term. Tim suggested a bylaw change may be necessary to address the discrepancy. Tim also noted that ACRPC opened the floor to nominations both in the month of April and at the Annual meeting in May. Tim invited additional nominations from the floor. None were forthcoming at that time.

Discussion of Annual Meeting and Location and Speaker. Adam noted that our speaker for our annual meeting would be Leslie Dipigny-Geroux, the State of Vermont Climatologist. He noted he expected we would meet at Basin Harbor Club in Ferrisburgh and that he would be finalizing that reservation shortly.

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.

Draft Workplan and Budget: Adam distributed his first cut at a draft budget. He noted that it came out as a deficit. The Commission does not vote on the budget until June. Between now and then, Adam will be working with Staff and others to balance the budget. He noted the deficit was largely a revenue concern and invited delegates with ideas for projects with income sources to let him know about them.

Other: None.

IX. Member Concerns.

X. Adjourn. On a motion to adjourn by Tom Scanlon, seconded by Ellen Kurrelmeyer and unanimously approved, the meeting adjourned at 8:40 pm.

Respectfully submitted by:

Adam Lougee