

ADDISON COUNTY REGIONAL PLANNING COMMISSION
FULL COMMISSION MEETING MINUTES
October 9, 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
Ed Payne

Orwell:

Bristol: Peter Grant

Panton: James Dayton

Cornwall:

Ripton: Jeremy Grip

Ferrisburgh: Tim Davis
Steve Huffaker
Arabella Holzapfel

Salisbury: Barrie Bailey
Tom Scanlon

Goshen: Jim Pulver

Shoreham: Nick Causton

Leicester:

Lincoln: Steve Revell

Starksboro: Richard Warren

Middlebury: Karl Neuse

Vergennes: Shannon Haggett

Waltham:

Monkton: Stephen Pilcher
Wendy Sue Harper

Weybridge: Gioia Kuss

Whiting:

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: Nick Causton

At Large: Shannon Haggett

Ross Conrad

Tom Scanlon

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: Benton Wright

Addison County Regional Planning Commission

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7:00 p.m. Angie Allen, the Basin Planner for the Otter Creek Basin, presented the draft for public comment of the Otter Creek Basin Plan. A copy of her PowerPoint presentation is available to review here: <https://dec.vermont.gov/watershed/map/basin-planning/basin3>

At the end of the presentation Kevin Behm noted that ACRPC's Natural Resource Committee is reviewing the plan to determine whether it conforms to the Addison County Regional Plan. The Committee will make a presentation, with Comments to the full commission. At the December Commission meeting the Committee will make a recommendation to the Commission regarding potential changes or additions to the plan. It will also make a recommendation regarding a commission vote on conformance of the Basin Plan with the Regional Plan.

8:00 p.m. BUSINESS MEETING: Stephen opened the meeting and introduced the first order of business.

I. Approval of Minutes. A motion by Peter Grant to accept the September 11, 2019 minutes seconded by Steve Revell was approved, with a couple of administrative amendments, by voice vote with Wendy Sue Harper, Tom Scanlon, Richard Warren and Steve Revell 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 distributed this year's budget through June 30th, the Commission's fiscal year end for 2019. Adam noted our cash flow is fine and ACRPC has lots of outstanding receivables. He noted at the end of the year expenses exceeded revenues by about \$14,000. Adam noted we will have some small adjustments that may reduce the deficit by about \$5,000, but he expects we will end up losing money for the year. Adam concluded he was happy to take any questions. **A motion by Tom Scanlon to approve the treasurer's report as presented, seconded by Steve Revell was approved unanimously by voice vote.**

IV. Committee Reports:

ACT250/248 Committee: Steve Revell reported that the committee had met on October 1st and reviewed the following applications:

Addison	Bridport	Bristol	Cornwall	Ferrisburgh	Goshen	Leicester
Lincoln	Middlebury	Monkton	New Haven	Orwell	Panton	Ripton
Salisbury	Shoreham	Starksboro	Vergennes	Waltham	Weybridge	Whiting



1. Verizon Monopole Shoreham Barnes Farm. This application followed a 45-day notice the committee received last spring. At that time, the Committee generally supported the site for the service. **They asked Adam to recontact Shoreham but opted to take no further action on the application.**

2. Middlebury College Solar. On August 5, 2019 We received a 45 Day pre-filing notice from Middlebury College that it intends to construct a 5MW facility with 2 MW of Battery storage on property it owns in Middlebury. The Committee reviewed the application at the September meeting and felt the array was generally well sited. **It instructed adam to send ACRPC's solar siting requirements letter to the applicant. The applicant refiled a second 45 Day notice moving the array to a lower location, largely in response to ACRPC's letter and to concerns raised by Historic Preservation. The Committee reviewed the lower area at its meeting and the rationale for it. Following the Committee meeting Adam and Andrew joined the applicant at a site visit. In reviewing maps of the lower location, much of the area appears to be in the floodplain. Adam sent the applicant an e-mail asking them to address this potential issue.**

3. ATT Ferrisburgh. On August 21, 2019 we received a 60-day pre-application notice from ATT that it intends to submit an application to the PUC to construct a 140 ft high monopole communications tower at 3980 US Route 7 Ferrisburgh to improve coverage in the area.

The Committee asked Adam to contact the Town of Ferrisburgh to determine whether they had any concerns. They noted that the tower would improve cell coverage for ATT and did include 3 co-locations. The Committee specifically looked to determine how the tower might impact the Rokeby Museum and from the siting data provided determined it would have minimal visual impact on the museum.

At its October meeting Adam reported to the committee that the applicant had filed its complete application. The siting had not changed. The Town of Ferrisburgh conveyed to Adam that it supported the application. The Committee choose to recommend that the commission take no further action on the application.

4. Purpose Energy. Purpose Energy proposes to build a digester to develop renewable heat and power from the waste of AgriMark and Otter Creek Brewing. It filed a 45 day notice last year. The Committee reviewed the application at that time. Purpose filed a renewed 45-day notice in September. It requested that the Commission waive the 45-day notice. Adam noted that he had spoken with the Middlebury Town Manager about the project before the meeting. The town still had some concerns about the impact of the project on its wastewater treatment plant, but otherwise generally supported the project. **The Committee was generally supportive of the project, but given the concerns over Wastewater in Middlebury voted to recommend that the Commission not waive the 45-day waiting period to give the**

parties time to work things out before the filing. The Commission voted unanimously to support this recommendation.

5. VELCO – New Haven Control Building. The final 45 day notice the committee reviewed was filed by VELCO requesting to install a duplicate control facility for all of its operations in New Haven. The proposal calls for an 11,000square foot building built near the substation to look like a barn. The building will house a major server operation using about 1 MW of energy. It will also have a duplicate control Center for VELCO’s operations. **The Committee asked adam to coordinate with the Town of New Haven during the Notice period and recommended no further action until the actual application is filed.**

Energy Committee: Jeremy Grip reported that the committee had met on October 1st. It reviewed the status of the Enhanced Town Plans, reviewed the Leicester Energy Plan against the State requirements, reviewed the workplan for the new Energy Implementation Plan with Efficiency Vermont and looked at creating an RFP for CSA’s as well as working with ACoRN and CEACAC. Adam reminded the Committee that it will hold a public hearing on the Leicester Energy Plan with the Leicester Planning Commission and the Local Government Committee on November 12, 2019 at 6:00 p.m.

Natural Resources: Wendy Sue reported the Natural Resources Committee will continue reviewing the Otter Creek Basin Plan and will be prepared to make recommendations to the full Commission at its December meeting.

Transportation Advisory Committee: Andrew Manning reported that the TAC met in September. It awarded TAC grants to Lincoln, Salisbury and Bristol. It also heard a presentation from VTrans on some innovations it was making.

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

Policy Committee: Work completed, See Personnel Policy under Old Business below.

Economic Development Committee: Adam reported that the joint committee working on creating an Economic Development Plan had received the statistical data it commissioned back from its summer interns. It has provided that data to Sector experts and has asked them to begin creating Goals and actions concerning the economic sector in which they work.

Housing Committee: Tim Davis reported that the committee had started its work, and will meet later this month and is looking to have a final draft by February 2020.

V. Joint Partners Report: See Economic Development Committee.

VI. Delegate Staff Recognition/ Project Highlights: Adam introduced Benton Wright, ACRPC's new AmeriCorps service member.

VII. Old Business.

Water Quality Basin Plan Review/Water Quality Service Provider:

The Natural Resources Committee work and our presentation tonight started our review of the Otter Creek Basin Plan. As noted above, the Natural Resources Committee will continue its review of the Basin Plan. It will make recommendations for changes and additions during the public comment period. After the plan is finalized at ACRPC's December meeting, the Natural Resources Committee will make recommendations to the Full Commission for a vote on conformance of the Otter Creek Basin Plan with the Addison County Regional Plan.

Adam noted he did not have any more details regarding the new "water quality service providers". Adam noted that RPC's are one of the entities the State is eying to take on this responsibility. To date, RPC's have responded that it is work we could do, but have been unwilling to commit unequivocally because of some of the constraints ANR desired to have over the providers. It is too early to tell how this will work out, but Adam wanted all to know this is something that ACRPC will have to address in the near future.

Vote to approve the revised Personnel Policy: Shannon Haggett introduced the Personnel Policy. He noted that committee had worked hard to create it. It has had legal review. It was updated to comply with new employee protection laws and to reflect ACRPC's current benefit practices. The Executive Board also reviewed it at its last meeting and is recommending approval. **Tom Scanlon moved that the Full Commission should approve the revised Personnel Policy. Steve Revell seconded the motion, which passed unanimously.**

Audit Schedule: Adam provided the following schedule for completing our audit of FY 2019, which ended June 30, 2019. Vance DeBouter, ACRPC's auditor will review the records the week of October 21st. He will provide the Executive Board with a draft audit by its December 4th board meeting. The Executive Board will bring a draft it is recommending for approval to the full Commission at its December 11th meeting.

Other: None.

VIII. New Business

Vote to elect a new member of the Executive Board: Adam referred the Commissioners to a memo he included in their package regarding what ACRPC's bylaws requirements to replace a resigning member of the Executive Board by vote of the Commission at the next meeting.

The Commission proceeded to a vote. **Tim Bouton nominated Ellen Kurrelmeyer to serve out the remainder of Tom Scanlon's term. Steve Revell seconded the motion, which passed unanimously.**

Other: None.

IX. Member Concerns.

X. Adjourn. On a motion to adjourn by Peter Grant, seconded by Barrie Bailey and unanimously approved, the meeting adjourned at 8:55 pm.

Respectfully submitted by:
Adam Lougee

DRAFT