

ADDISON COUNTY REGIONAL PLANNING COMMISSION  
FULL COMMISSION MEETING MINUTES  
February 14, 2018

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

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**ROLL CALL:**

<i>Addison:</i>		<i>Orwell:</i>
<i>Bridport:</i>	Edward Payne Mark Pumiglia	<i>Panton:</i>
<i>Bristol:</i>	Peter Grant	<i>Ripton:</i>
<i>Cornwall:</i>		<i>Salisbury:</i> Tom Scanlon
<i>Ferrisburgh:</i>	Steve Huffaker	<i>Shoreham:</i> Linda Oaks
<i>Goshen:</i>		<i>Starksboro:</i> Richard Warren
<i>Leicester:</i>	Diane Benware	<i>Vergennes:</i> Mel Hawley Shannon Haggett
<i>Lincoln:</i>	Steve Revell	<i>Waltham:</i>
<i>Middlebury:</i>	Ross Conrad	<i>Weybridge:</i>
<i>Monkton:</i>		<i>Whiting:</i> Ellen Kurrelmeyer
<i>New Haven:</i>		

**CITIZEN INTEREST REPRESENTATIVES:**

<i>Addison County Farm Bureau:</i>	Kent Wright
<i>Addison County Economic Development Corp:</i>	
<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:* Jeremy Grip  
*Vice-Chair:* Diane Benware  
*Secretary:* Nick Causton  
*Treasurer:* Ted Davis  
*At Large:* David Hamilton  
Steve Revell  
Tim Davis

**STAFF**

*Executive Director:* Adam Lougee  
*Assistant Director/GIS Manager:* Kevin Behm  
*EM/Senior Planner:* Tim Bouton  
*Transportation Planner:* Josh Donabedian  
*Land use Planner:* Claire Tebbs  
*Office Manager/Bookkeeper:* Pauline Cousino  
*Eco-Americorps member:* Nicole Boudah

**7:00 p.m. Public Hearing Addison County Regional Planning Commission Transportation Plan.**

Diane Benware, the Vice Chair of the Commission opened the second of ACRPC's two public hearings on the proposed amendment to and re-adoption of the Addison County Regional Plan. She noted ACRPC held the first hearing on December 13th, 2017. At that hearing members of the Commission made comments requesting substantive changes to the Plan as presented. The TAC sub-committee in charge of the Transportation Plan made changes in response to the comments it received and re-sent the plan to all statutory parties. Diane pointed out that the Addison County Regional Planning Commission proposes to make amendments to the Transportation section of the Plan. It also proposes to re-adopt the entire Plan as amended. Accordingly, all sections of the Plan will be subject to discussion at the public hearing. Diane then opened the floor to comments.

Mel Hawley, a delegate representing Vergennes, started the comment period. He thanked Josh Donabedian, ACRPC's Transportation Planner and the TAC for the changes they made to the plan as a result of the comments the City of Vergennes made at the last public hearing. He noted Vergennes supported the plan as now written. He did however point out that Vergennes's former Mayor Daniels noted that the plan uses the phrases "bypass" and "truck route" interchangeably. For clarity, mayor Daniels suggested that the plan should consistently discuss a truck route for the City of Vergennes.

Tom Scanlon, a delegate representing Salisbury, but an employee of the Town of Middlebury and a member of the Steering Committee charged with writing the plan expressed concern regarding language on page 6-35 of the Plan regarding the ACTR bus hub. Tom stated he felt that staff had inappropriately changed the language. Adam noted that he would look into the issue and have an answer for the next full commission meeting.

Josh summarized the written comments that he had received prior to the hearing from several Ferrisburgh residents concerning the intersection of Route 7 and Old Hollow Road. The residents were thankful that the plan acknowledged this area as a problem area for safety and recommends studying and resolving the issue. They have some concerns that a roundabout might not fit into that area but are pleased to study the issue.

No other members of the public or Commission made any comments.

**Diane recessed the hearing until the March Full Commission meeting. At that time Adam will explain the results of his investigation into the issue raised by Delegate Scanlon and recommend how the Commission should proceed towards adopting the Transportation Plan and re-adopting the entire Addison County Regional Plan.**

**7:45 BUSINESS MEETING: Diane Benware opened the meeting by introducing the first order of business.**

**I. Approval of Minutes. A motion by Peter Grant to accept the January 10, 2018 minutes, seconded by Ross Conrad was approved by voice vote.**

**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 move to the next item on the agenda.

**III. Treasurers Report:** Adam presented the Treasurer's Report. Adam noted that for the current year balances were lower than normal, but receivables are high. He also noted revenues are very slightly ahead of expenses through January. He cautioned that revenues should be much further ahead and concluded he needs to watch revenue projections closely. **A motion by Ellen Kurrelmeyer to approve the treasurer's report as presented, seconded by Ed Payne was approved unanimously by voice vote.**

#### **IV. Committee Reports:**

ACT250/248 Committee: Ellen provided a report of the Committee's activities and applications filed and approved since the last meeting. She noted the Committee had met and reviewed a 248 application for a solar facility on the old Starksboro landfill, which they believe will serve as a good site for development. The Commission also filed additional comments supporting the Town of Pantton's request for additional screening on the Pantton GMP facility.

Lastly, largely in response to the Dollar General application in Shoreham and Tractor Supply application in Middlebury, the Committee recommends that the Commission create a program on planning for economic development for its member municipalities.

Energy Committee: Adam reported that the Energy Committee met January 23rd and February 6<sup>th</sup> at 6:00 p.m. It continued its work on the Energy Section of the Regional Plan. It will meet again on February 20th.

Natural Resources: The Natural Resources Committee did not meet in February. It will discuss Forest Fragmentation next month.

Transportation Advisory Committee: The TAC cancelled its January meeting due to weather.

Local Government Committee: The Local Government Committee noted it has upcoming meetings in Shoreham, Lincoln and Middlebury.

**V. Joint Partners Report:** None.

**VI. Delegate Staff Recognition/ Project Highlights:** Adam handed out the monthly highlights. Adam referenced Kevin's highlight of the Conservation Commission Summit he, Claire and Nikki are planning for Saturday, April 7<sup>th</sup>. At the meeting someone asked whether the date was correct. **This confirms that it will take place at ACRPC on Saturday, April 7<sup>th</sup>.**

## **VII. Old Business.**

Schedule for the Adoption of the Transportation Plan: Adam noted that he believes he will be able to resolve the issue with Middlebury as a non-substantive change and go to vote in March as planned.

Other: None.

## **VIII. New Business**

Vote to regionally confirm the planning process for the Town of Panton and regionally adopt the Panton Town Plan. On behalf of the Local Government Committee, Shannon Haggett noted that it had held a public hearing on the Panton Town Plan jointly with the Panton Planning Commission on January 11<sup>th</sup>. After the hearing the Committee voted to recommend to the Full Commission that Panton was engaged in a planning process and that the Panton Town Plan contained all required elements and should be granted regional approval. **Shannon moved that ACRPC should confirm the planning process for the Town of Panton and regionally adopt the Panton Town Plan. Ellen Kurrelmeyer seconded the motion, which the Commission approved by voice vote.**

Vote to regionally confirm the planning process for the Town of Bridport and regionally adopt the Bridport Town Plan. On behalf of the Local Government Committee Shannon Haggett noted that it had held a public hearing on the Bridport Town Plan jointly with the Bridport Planning Commission on February 13<sup>th</sup>. After the hearing the Committee voted to recommend to the full commission that Bridport was engaged in a planning process and that the Bridport Town Plan contained all required elements and should be granted regional approval. **Shannon moved that ACRPC should confirm the planning process for the Town of Bridport and regionally adopt the Bridport Town Plan. Tom Scanlon seconded the motion, which the Commission approved by voice vote.**

Request volunteers for Nominating Committee. Diane noted that last year ACPRC had amended its bylaws to seek volunteers for the Nominating Committee prior to the appointment of the Nominating Committee by the Executive Board. Diane requested volunteers for the Nominating Committee. Ed Payne and Tom Scanlon volunteered. Diane thanked them and noted she would bring their names to the Executive Board.

Discussion of Annual Meeting Location and Speaker. Diane noted we generally rotated our meeting location to a place that would fit the entire commission comfortably. This year she notes we expect to be back in Middlebury at the Inn or New Haven at Tourterelle. Adam also noted that he had contacted

the State Climatologist and requested that she speak at ACRPC's annual meeting. He has not heard back. If others have other ideas, Adam invited them to share them with him.

Nominations for the Bertha Hanson Award. Adam reminded the Commission that if they had a nominee for the Bertha Hanson award, they should speak with a member of the Executive Board prior to its April meeting.

Other: None.

**IX. Member Concerns.** None.

**X. Adjourn. On a motion to adjourn by Ross Conrad, seconded by Ellen Kurrelmeyer and unanimously approved, the meeting adjourned at 8:42 pm.**

Respectfully submitted by: Adam Lougee

DRAFT