

Meeting Minutes
Addison County Regional Planning Commission
Wednesday, January 8, 2020

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: Edward Payne
Andrew Manning

Bristol:

Cornwall: Stan Grzyb
Don Burns

Ferrisburgh: Tim Davis

Goshen: Jim Pulver

Leicester: Diane Benware

Lincoln: Steve Revell

Middlebury: Karl Neuse
Ross Conrad
Andy Hooper
Hugh McLaughlin

Monkton: Steve Pilcher

New Haven: Tim Bouton
Harvey Smith

Orwell:

Panton:

Ripton: Jeremy Grip

Salisbury:

Shoreham: Nick Causton

Starksboro:

Vergennes: Cheryl Brinkman
Shannon Haggett

Waltham:

Weybridge:

Whiting: Ellen Kurrelmeyer

CITIZEN INTEREST REPRESENTATIVES:

Addison County Farm Bureau:

Addison County Economic Development Corp:

Otter Creek Audubon Society:

Otter Creek Natural Resources:

Addison County Chamber of Commerce:

Robert Feuerstein

Ron Payne

ACRPC EXECUTIVE BOARD

Chair: Diane Benware

Vice-Chair: Stephen Pilcher

Secretary: Tim Davis

Treasurer: Nick Causton

At Large: Shannon Haggett

Ross Conrad

Ellen Kurrelmeyer

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

7:00 PROGRAM: Kevin Behm, Mike Winslow and Benton Wright, ACRPC's staff presented the work each of them had been doing to help ACRPC's member municipalities comply with the Municipal Roads General Permit ("MRGP") for Water Quality. Mike lead the discussion by presenting the requirements of the MRGP. Kevin followed and presented the data gathering app ACRPC has created to help our municipalities gather, store and access data concerning both their roads and culverts. Last but not least, Benton presented the final capital budgets for implementing the road improvement projects that Benton, working directly with the road foremen, created to present to the selectboards to allow each participating town to comply with the requirements of the MRGP.

Bob Feuerstein wanted to know how much each town in the region would need to spend to bring all their roads up to MRGP standards. Mike noted that we did not know that number off the top of our heads but would try to calculate it from the data ACRPC and the road foremen had created.

A pdf of the presentation is available for viewing on ACRPC's website and here: <http://54.172.27.91/public/Commission/>

8:00 p.m. BUSINESS MEETING: Diane Benware, the Chair, called the monthly meeting to order at 8:10 to address the Commission's agenda.

- I. Approval of the December 11, 2019 minutes:** Ross Conrad moved approval of the minutes. Andy Hooper seconded the motion. The minutes passed by voice vote with one small correction. Andrew Manning, Shannon Haggett, Cheryl Brinkman, Ron Payne, Steve Revell and Diane Benware abstaining.
- II. Executive Board Minutes:** Diane noted that the Executive Board did not meet in December after the last Commission meeting, and therefore no minutes are included in the package. minutes are posted on the website and several copies are available at the meeting for your information. If you have questions, please speak with Adam or a member of the Executive Board.
- III. Treasurer's Report:** Adam noted that the Treasurer's report dated January 8th was passed out tonight and the monthly budget report through November was included in the package. The checkbook balances are at an appropriate level and the monthly budget report shows revenue exceeding expenses through November. **Ross Conrad moved to accept the Treasurer's Report as presented. Nick Causton seconded the motion, which passed by a unanimous voice vote.**
- IV. Committee Reports:**

Act 250: No meeting. However, Adam noted that ACRPC had filed a Notice of Intervention in the VELCO Control Building filing. The Committee had reviewed this application at a previous meeting. The Town of New haven specifically requested ACRPC to intervene to support it in the proceeding.

Energy: No Meeting, but we should expect a meeting with Weybridge February 11th and Salisbury shortly after that. Additionally, Adam directed the Commission to Andrew's monthly highlight noting that ACRPC will be holding a roundtable for Town Energy Coordinators and Committees on January 28th from 4:30 – 6:30 to discuss options for implementing town energy plans.

Local Government: No meeting.

Natural Resources: No Meeting. However, Kevin noted that DEC had adopted the Otter Creek Basin Plan after addressing the issues raised by ACRPC's Natural Resource Committee. Kevin noted he could make paper copies of the plan if commissioners wanted one.

Economic Development: No Meeting.

Transportation Advisory Committee: No Meeting.

Population and Housing: Tim Davis pointed the commission to Katie's monthly highlight which highlighted the work of the Housing Committee.

V. Joint Partner's Report: Adam noted that ACRPC had been working with ACEDC to submit a county wide application for the Federal Reserve's Better Communities Grant Program.

VI. Delegate/Staff Recognition/ Project Highlights:
Adam referred the group to the staff highlight page handed out at the meeting.

VII. Old Business:

Clean Water Service Provider: Adam distributed a hand out summarizing the state legislation that created "Clean Water Service Providers" ("CWSP") for each watershed basin to address water quality issues not covered by other permits. He also attached a list of Best Management Practices that helped summarize the type of work Clean Water Service Providers would be administering. Adam noted that he expected that ANR would release an RFP to recruit providers next month and then entities desiring to apply would need to do so by the following month. Adam noted he wanted to have a conversation this month regarding how the Commission felt about ACRPC applying for the Clean Water Service Provider position. **He noted we could continue the discussion next month and at that time he would ask for a vote of the Commission.**

Adam also noted that while ACRPC understood the general structure of the CWSP and the functions it would undertake, it currently had very little specifics about how the projects would be funded, how much Phosphorus removal in total or in any given project the CWSP would need to achieve. The Commission discussed whether this type of work would be a good fit for ACRPC. Many felt it was something the commission should pursue noting the

technical capability of the staff, ACRPC's relationships with other organizations in the Region and their experience with other types of water quality projects. Others expressed concern that tree plantings or other projects, were not the type of things ACRPC did and felt the private sector should do the work.

Adam noted that if ACRPC chose to become the CWSP and was awarded he envisioned the Commission working as a project manager or administrator and awarding the actual construction work to other entities or companies. **Adam will bring the RFP back to the Commission next month after it is released and the Commission can continue the discussion at that time.**

Other: None.

VIII. New Business:

Annual Report for Inclusion in Town Reports: Adam distributed a very brief annual report highlighting the activities of ACRPC for the previous year. He noted he had also sent it to all town clerks and asked that it be included in Town Annual Reports. He requested the delegates help in getting it into each town's annual report, if necessary. He also noted it constituted a good summary of the types of work ACRPC does.

Other: None.

IX. Member's Concerns/Information:

- X. Adjournment:** There being no further business; Tim Bouton **moved adjournment. Ellen Kurrelmeyer seconded the motion. All voted in favor. The Commission adjourned its meeting at 9:12p.m.**

Respectfully Submitted,

Adam Lougee
Director