

Meeting Minutes
Addison County Regional Planning Commission
Wednesday, February 12, 2020

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

ROLL CALL:

Addison:

Bridport: Edward Payne
Andrew Manning

Bristol:

Cornwall: Stan Grzyb
Don Burns

Ferrisburgh: Tim Davis
Arabella Holzapfel
Steve Huffaker

Goshen: Jim Pulver

Leicester: Diane Benware

Lincoln:

Middlebury: Karl Neuse
Ross Conrad
Hugh McLaughlin

Monkton: Wendy Sue Harper

New Haven: Tim Bouton

Orwell:

Panton:

Ripton: Jeremy Grip

Salisbury:

Shoreham:

Starksboro: Richard Warren

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:

Kent Wright
Robert Feuerstein
Ron Payne
Paul Wagner

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

Addison County Regional Planning Commission

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7:00 PROGRAM: [Seth Leonard](#), Managing Director of Community Development for the Vermont Housing Finance Agency (“VHFA”), presented a comprehensive report entitled, “Affordable Rental Housing Development Cost Factors” that VHFA just completed. The report analyzes the cost of building affordable housing in Vermont. Affordable housing constitutes one of the major factors impacting the cost of living in Addison County. The report is designed to help quantify factors leading to the overall cost of housing. A full copy of the report can be viewed at:

<http://54.172.27.91/Downloads/Housing/VHFA%20Housing%20Cost%20study%20January%202020.pdf>

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 January 8, 2020 minutes:** Ross Conrad moved approval of the minutes. Shannon Haggett seconded the motion. The minutes passed by voice vote with Wendy Sue Harper and Arabella Holzapfel abstaining.
- II. Executive Board Minutes:** Diane noted that the Executive Board minutes are included in the package and are posted on the website 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 February 12th was passed out tonight and the monthly budget report through December was included in the package. The checkbook balances are at an appropriate level and the monthly budget report shows revenue exceeding expenses through December. Ellen Kurrelmeyer moved to accept the Treasurer’s Report as presented. Arabella Holzapfel seconded the motion, which passed by a unanimous voice vote.
- IV. Committee Reports:**

Act 250/Section 248: Ellen gave the Act 250/248 Committee report. She noted the Committee reviewed three substantive projects, all of which it had seen before. The first project, the 5MW solar array being developed by Middlebury College, the Committee recommended the Commission support and request that Adam write a letter on its behalf. After discussion regarding the floodplain and location of the array, as well as the benefits the storage proposed would provide, especially to the hospital, **the Commission voted by voice vote to support the project, with Tim Bouton and Stan Grzyb against.**

The Committee also recommended that the Commission support the Purpose Energy Development digester proposed to convert waste to heat in the Middlebury Industrial Park. After some discussion, **the Commission voted by voice vote to support Purpose Energy’s proposed project.**

Lastly, the Committee noted that the Commission had intervened in the VELCO Control Building project at the request of the Town of New Haven. The Committee instructed Adam

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to pay attention to Regional implications of the project, like the impact on/opportunity for Broadband and the impact on GMP's distribution grid. No further action was necessary from the full Commission.

Energy: Jeremy noted that ACRPC held a roundtable for Town Energy Coordinators and Committees on January 28th from 4:30 – 6:30 to discuss options for implementing town energy plans that was very well attended and informative. The next Roundtable will be at ACRPC's Office on March 31st at 4:30 p.m. Jeremy also noted that the Energy Committee will be meeting jointly with the Local Government Committee and the Weybridge Planning Commission to review the Weybridge enhanced Energy Plan and Town Plan on March 10th.

Finally, Adam noted that he had tentatively set up an enhanced energy plan review for Salisbury on March 2nd, but Katie had found that she was having trouble getting committee members to attend because of their own town meetings. **The Committee asked Adam and Katie to re-schedule the Salisbury meeting to a later date when committee members could participate.**

Local Government: The Local Government Committee will be meeting jointly with the Energy Committee and the Weybridge Planning Commission to review the Weybridge Town Plan on March 10th.

Natural Resources: The Committee met immediately prior to the Full Commission meeting. Wendy Sue Harper reported that the Committee is reviewing the Clean Water Service Provider position for the Commission.

Economic Development: No Meeting.

Transportation Advisory Committee: Andrew Manning reported that the TAC had reviewed the STIP (the State Transportation Improvement Program) at its last meeting. The STIP contains all federal money for projects over the course of the next 3 years. Mike had reported that most projects the Region is expecting are in the STIP.

Population and Housing: The Committee did not meet but is working to draft the plan.

V. Joint Partner's Report: Adam noted that Fred Kenney, the Executive Director of Addison County Economic development Corporation would join ACRPC at its March full commission meeting to discuss a list of priority projects ACEDC is creating for the Region.

VI. Delegate/Staff Recognition/ Project Highlights:

Adam introduced Don Burns, a new member from Cornwall. Don introduced himself as a long-term resident of Cornwall interested in Planning. Adam also referred the group to the staff highlight page handed out at the meeting.

VII. Old Business:

Clean Water Service Provider: Adam continued the discussion of the Clean Water Service provider from the January meeting. Adam noted that the RFP had just been released on February 7th and that the deadline to respond was not until May. Adam noted the Natural Resources Committee would review the RFP for ACRPC at its next couple meetings. Adam also noted that ACRPC had met with other potential stakeholders in the Otter Creek Basin and enjoyed a productive conversation.

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 probably in April after the Natural Resources Committee has an opportunity to review it and the Commission can continue the discussion at that time.**

Other: None.

VIII. New Business:

Nominating Committee Volunteers: Adam reminded Commissioners that a couple of years ago ACRPC had amended its bylaws to solicit volunteers for the Nominating Committee at its February meeting. Adam asked any commissioners interested in serving on the Nominating Committee to see him or a member of the Executive Board before the Executive Board meeting on February 26th. The Executive Board will recommend a slate for the Nominating Committee at its February meeting. The Full Commission will elect a Nominating Committee at its March meeting. The Nominating Committee will create a slate of officers for the Executive Board to have available at the April Full Commission Meeting. Finally, the Commission will vote on officers at the Annual meeting in May.

Other: None.

IX. Member's Concerns/Information: None.

- X. Adjournment:** There being no further business; **Jeremy Grip moved adjournment. Ellen Kurrelmeyer seconded the motion. All voted in favor. The Commission adjourned its meeting at 9:18 p.m.**

Respectfully Submitted,

Adam Lougee
Director

