

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

ACRPC held its monthly meeting remotely via Zoom with the Chair, Stephen Pilcher of Monkton, presiding.

ROLL CALL:

<i>Addison:</i>		<i>Orwell:</i>	Stephanie Corey Rex Corey
<i>Bridport:</i>	Andrew Manning	<i>Panton:</i>	Jamie Dayton
<i>Bristol:</i>		<i>Ripton:</i>	Jeremy Grip
<i>Cornwall:</i>	Don Burns	<i>Salisbury:</i>	Tom Scanlon
<i>Ferrisburgh:</i>	Tim Davis Arabella Holzapfel Steve Huffaker	<i>Shoreham:</i>	Nick Causton
<i>Goshen:</i>	Jim Pulver	<i>Starksboro:</i>	Richard Warren
<i>Leicester:</i>		<i>Vergennes:</i>	Shannon Haggett Cheryl Brinkman
<i>Lincoln:</i>	Steve Revell	<i>Waltham:</i>	
<i>Middlebury:</i>	Hugh McLaughlin Andy Hooper Ross Conrad	<i>Weybridge:</i>	
<i>Monkton:</i>	Wendy Sue Harper Stephen Pilcher	<i>Whiting:</i>	Ellen Kurrelmeyer
<i>New Haven:</i>	Tim Bouton		

CITIZEN INTEREST REPRESENTATIVES:

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

ACRPC EXECUTIVE BOARD

Chair: Stephen Pilcher
Vice-Chair: Shannon Haggett
Secretary: Ross Conrad
Treasurer: Ellen Kurrelmeyer
At Large: Jamie Dayton
Wendy Sue Harper
Jeremy Grip

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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Stephen opened the meeting at 7:05 p.m. by welcoming the commission.

7:05 p.m. BUSINESS MEETING: Stephen noted that he and Adam had spoken before the meeting and in order to smooth the process, he had agreed to have Adam lead the meeting, with him acting as backup. Adam started the meeting by outlining some Zoom etiquette. He also discussed voting. Unanimous votes would not require a roll call vote. Otherwise, he would ask for a roll call.

- I. Approval of the June 10, 2020 minutes:** Shannon Haggett moved approval of the minutes. Tom Scanlon seconded the motion. The minutes passed unanimously by voice vote.
- II. Executive Board Minutes:** Stephen 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 summarized the Treasurer's Report as of today noting that our cash balances are down a little bit, prior to our collection of last quarter bills, but remained in good shape. Adam then moved to the monthly budget report through June, which he had sent prior to the meeting. The monthly budget report shows revenue lagging expenses, but Adam noted that all June's expenses are included in the report and none of its revenue or the revenue from the last quarter is. Adam noted he expects revenues to exceed expenses for the year after we collect June and last quarter bills. **Tom Scanlon moved to accept the Treasurer's Report as presented. Ellen Kurrelmeyer seconded the motion, which passed by a unanimous voice vote.**
- IV. Committee Reports:**

Adam noted that the Act 250, Natural Resources and Economic Development Committees did not meet. He asked the chairs of the remaining committees to give their reports.

Energy: Jeremy Grip noted the Energy Committee held its fourth Energy Committee event on June 9th regarding weatherization services available in the Addison Region. Jeremy also noted that the Energy Committee had two joint hearings with the Local Government Committee.

Local Government: Shannon noted the Local Government Committee and Energy Committee held two public hearings concerning the review of town plans in the month of June, Monkton at 7:00 p.m. on June 16th and Salisbury also at 7:00 p.m. on June 22nd and they would be the subject of a vote later in the agenda.

Transportation Advisory Committee: Diane reported that the TAC had met in June and reviewed the status of the projects taking place in the Addison Region this construction season. As Mike highlighted in the newsletter, our downtowns are busy being improved and repaved. They also discussed Bike/ped counts and had a presentation on a recent TAC grant which studied where to move the South Lincoln

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



road to keep it away from the river. The Town of Lincoln was very happy with the project and will implement it later this summer.

Population and Housing: Ellen reported that the Committee met and continued to revise the plan. Ellen also noted the committee had drafted a memorandum to the governor regarding funding support to create more affordable housing. That letter is included in the commission package. After some discussion about the letter, **Tom Scanlon moved that the Commission support and send the letter to the Governor and cc Addison County reps. Wendy Sue Harper seconded the motion, which passed unanimously after a roll call vote.**

V. Joint Partner's Report: Adam noted that Fred Kenney, the Executive Director of Addison County Economic Development Corporation was very busy working with businesses in the COVID response and produced a lot of really good information about resources available.

VI. Delegate/Staff Recognition/ Project Highlights: Adam pointed Commission members to the newsletter. He noted he had asked staff to provide a more comprehensive list of items that they continued to work on during this crisis. Adam emphasized that staff was still working and grateful to be working. If any Commissioners know of issues their community is struggling with and need some help, he encouraged them to call ACRPC.

Adam also recognized Karl Neuse and Bill Sayre, two very longstanding delegates that had stepped back in their role on the Commission this year. Adam thanked both Karl and Bill for their long service with the Commission.

Adam also noted that Benton Wright, ACRPC's AmeriCorps service member for the past year would end his term with ACRPC at the end of July and he urged all Commissioners that saw Benton to wish him well and thank him.

VII. Old Business:

ACRPC Policy for addressing COVID -19, notifications, yearly data update, programs and committee membership: Adam noted that he and staff continued to work from home and use Zoom for committee and other meetings. The office remains closed to visitors for the time being. Adam noted he and other staff members continue to monitor the office mail and messages and go in for critical functions, like payroll.

Adam also reminded commissioners that ACRPC's new fiscal year began on July 1, 2020. He asked Commissioners from Bristol, Goshen and Starksboro to check in

with their clerk and Selectboard to make sure their appointment information makes it back to ACRPC.

Lastly, Adam asked for program ideas for meetings.

Clean Water Service Provider: Adam noted that ACRPC has been chosen to serve as the Clean Water Service Provider for Basin 3, Otter Creek. Rulemaking begins in July and he expects a contract by the end of the year.

Broadband Grant Application update: ACRPC has received notice that it will secure a broadband innovation grant through the Department of Public Service to conduct a feasibility study of and create a business plan to bring broadband service to underserved portions of the region.

Adam also noted that as of the meeting four towns, New Haven, Monkton Ferrisburgh and Leicester had voted to form the Addison County Communications Union District. Adam expects that entity will be responsible for implementing the business plan and building the broadband. Adam noted he will pursue several grants later this month to fund and establish the CUD.

Other: Adam noted that ACRPC had also worked in concert with Rutland Chittenden and Central Vermont RPCs and our respective RDC counterparts to submit an application to the federal Economic Development Administration for a COVID related business plan called a CEDS. Adam noted that he and Fred hoped to get extra funding for some of the Economic Development planning we are currently doing jointly, but have not heard back on that application yet.

VIII. New Business:

Vote to confirm the planning process in the Town of Monkton and regionally approve the Monkton Town Plan and Enhanced Energy Plan. Shannon Haggett reported that the Local Government and Energy Committees held a public hearing concerning the review of the Monkton Town Plan, including the enhanced energy plan at 7:00 p.m. on June 16th. After a productive conversation, **the Committee recommends confirmation of Monkton's Planning process and approval of the Monkton Plan and Enhanced Energy Plan. The Commission unanimously voted in favor of the Committee's recommendation.**

Vote to confirm the planning process in the Town of Salisbury and regionally approve the Salisbury Town Plan and Enhanced Energy Plan. Shannon Haggett reported that the Local Government and Energy Committees held a public hearing concerning the review of the Salisbury Town Plan including the enhanced energy plan at 7:00 p.m. on June 22nd. Shannon noted that the Salisbury plan dated back to 2017. He noted that

while the plan satisfied the 2017 requirements, it did not specifically address new requirements concerning forest fragmentation and flood resiliency. Therefore, **the Committee recommends confirmation of Salisbury's planning process and approval of the Salisbury Plan and Enhanced Energy Plan with the expectation that Salisbury will update the 2017 plan to include flood resiliency and forest fragmentation issues as currently required. The Commission unanimously voted in favor of the Committee's recommendation.**

Other: None.

IX. Member's Concerns/Information: None

X. Adjournment: There being no further business, **Ellen Kurrelmeyer moved adjournment and Shannon Haggett seconded the motion. All voted in favor. The Commission adjourned its meeting at 7:59 p.m.**

Respectfully Submitted,

Adam Lougee
Director