

Meeting Minutes
Addison County Regional Planning Commission
Wednesday, October 14, 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>	
<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>	
<i>Ferrisburgh:</i>	Steve Huffaker Arabella Holzapfel	<i>Shoreham:</i>	
<i>Goshen:</i>		<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>	Andy Hooper Ross Conrad Jilly dos Santos	<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>	
<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: Maddison Shropshire

Addison County Regional Planning Commission

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Stephen opened the meeting at 7:02 p.m. by welcoming the commission.

7:05 p.m. BUSINESS MEETING:

- I. Approval of the September 9, 2020 minutes:** Cheryl Brinkman moved approval of the minutes. Tim Bouton seconded the motion. The minutes passed by voice vote, with Andy Hooper and Arabella Holzapfel abstaining.
- II. Executive Board Minutes:** Stephen noted that the Executive Board minutes from September 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 the September 23rd Executive Board meeting noting that our cash balances are strong. Adam then moved to the monthly budget report through June, which he had sent prior to the meeting. The monthly budget report shows revenue exceeding expenses, at the close of the year. While the budget for the year is not final until the audit, Adam expects revenues to exceed expenses for the year. Shannon Haggett moved to accept the Treasurer's Report as presented. Arabella Holzapfel 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 noted he had received a 45-day notice for a 5MW solar array on OMYA property in Salisbury that the Commission would need to review. He asked the chairs of the remaining committees to give their reports.

Energy: Jeremy Grip noted the Energy Committee held a Button-Up event on October 6th. Jeremy also noted that the Energy Committee had a joint hearing with the Local Government Committee.

Local Government: Shannon noted the Local Government Committee and Energy Committee held a public hearing concerning the review of the Panton Town Plan on October 8th. A vote on the plan is scheduled for later in the agenda.

Transportation Advisory Committee: Adam reported that the TAC had met in September, had reviewed TAC grant applications and had a presentation of an intersection study in Salisbury. Next week it will award TAC grants and receive a presentation on the State Rail Plan.

Population and Housing: Ellen reported that the Committee continued to revise the plan.

- V. Joint Partner's Report:** Adam noted that Fred Kenney, the Executive Director of Addison County Economic Development Corporation was very busy working with

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



businesses on 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. He also introduced Maddison Shropshire, ACRPC's new AmeriCorps Service Member. Maddison will be serving helping with water quality projects. The Commission welcomed Maddison.

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.

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 began in July and will continue through November. Adam expects a contract by the end of the year.

Broadband Grant Application update: ACRPC has secured a CARES grant of \$100,000 through the Department of Public Service for the CUD to organize itself. ACCUD had its organizational meeting in September and since that time has been working hard to issue rfps to hire legal, marketing and website help so it can start to bring broadband service to underserved portions of the region. ACRPC also anticipates that the Feasibility study it is undertaking on behalf of the CUD will be completed at the end of October. Steve Huffaker, ACRPC's delegate from Ferrisburgh, has been elected to chair ACCUD. Tim Bouton asked about funding after the CARES money expires. Adam noted that is something ACCUD will be working hard to find.

U.S. Economic Development Administration, Comprehensive Economic Development Strategy: 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.

Other: Adam noted that the Solid Waste District is looking for ACRPC to review its plan for compatibility with the Regional Plan and that it is on a quick timeframe. Adam

requested permission to allow staff to conduct a review and to issue a letter if it found the plans compatible. **Cheryl Brinkman moved that the commission allow staff to conduct the review and if warranted, issue the letter. Wendy Sue Harper seconded the motion, which passed unanimously.**

VIII. New Business:

Vote to confirm the planning process in the Town of Panton and regionally approve the Panton 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 Panton Town Plan, including the enhanced energy plan at 7:00 p.m. on October 8th. After a productive conversation, **on behalf of the Committee Shannon moved confirmation of Panton's planning process and approval of the Panton Town Plan and Enhanced Energy Plan. The Commission unanimously voted in favor of the motion.**

Other: At the previous meeting Ross had asked whether ACRPC could record its Zoom meetings. Adam stated that he would look into the storage requirements. Delegates suggested the local Community TV stations could help.

IX. Member's Concerns/Information:

- X. Adjournment:** There being no further business, **Arabella Holzapfel moved adjournment and all voted in favor. The Commission adjourned its meeting at 7:42 p.m.**

Respectfully Submitted,

Adam Lougee
Director