

ADDISON COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE BOARD MEETING
May 27, 2020

The Addison County Regional Planning Commission's Executive Board held its monthly meeting via Zoom with Chair, Diane Benware, presiding.

ROLL CALL

Ferrisburgh Tim Davis
Leicester Diane Benware
Middlebury Ross Conrad
Shoreham Nick Causton
Monkton Stephen Pilcher
Vergennes Shannon Haggett
Whiting

STAFF: Adam Lougee, Director

Diane opened the meeting at 6:35

MINUTES

Minutes: Ross Conrad moved to adopt the April 27, 2020 minutes. Shannon Haggett seconded the motion. The motion passed unanimously.

TREASURER'S REPORT

Adam distributed a Treasurer's report through May 27, 2020. Adam noted that account balances are in good shape. Adam and the Executive Board reviewed the financials in some depth. Adam noted that revenues were ahead of expenses with billing for April complete. Adam believes we will remain in good budgeting shape until the end of this fiscal year, June 30, 2020. Next year continues to be uncertain.

Stephen Pilcher moved to accept the Treasurer's Report as presented. Nick Causton seconded the motion, which all approved.

COMMITTEE REPORTS

Act 250: Adam noted the Committee had not met since immediately prior to the last Executive Board. We have not received any significant applications since that time, except the South Street Solar Application for Middlebury College. The Committee and Commission have already supported that project, so Adam noted he does not believe the Committee will want to take further action.

Energy: On May 5th at 3:00 p.m., the Energy Committee hosted a meeting for Town Energy Committees focusing on using and installing heat pumps. Andrew is setting up another workshop for June.

Local Government: The Local Government Committee did not meet. However, it will host a public meeting in Monkton on June 16th and one in Salisbury shortly after that.

Natural Resources: The Committee has not met.

Economic Development Committee: Adam noted the Economic Development Committee has not met. However, Adam has been working closely with Fred Kenney at ACEDC on creating an application for disaster funding to the EDA and responding to a FEMA initiative focusing on the Addison Region to make recommendations to the Region 1 office regarding programs needed to respond to the Covid emergency.

Transportation Advisory Committee: Diane reported that the TAC met via Zoom and held a public meeting concerning municipal budgeting for road maintenance. Diane noted the workshop and spreadsheets provided were very useful to her as a Selectboard member.

Housing Committee: The Committee has not met since the last Full Commission meeting, but Katie will supply them with a draft plan June 5th.

OLD BUSINESS

Water Quality Service Provider: Adam noted that Mike has completed a draft response to the RFP and that he will submit it on our behalf tomorrow. Adam expects ACRPC will be the successful applicant from Basin 3, Otter Creek.

Vermont Municipal Employees Retirement System: Adam noted he had taken no action in investigating this since the last meeting.

ACRPC's Charging Stations: Adam noted that the charging stations are operational and that Carrara has just repaved our parking lot.

Meetings, Including Committees, Full Commission and Annual Meetings. Adam reviewed ACRPC's Covid – 19 policy with the Executive Board. He noted that meetings would remain remote and the office would begin to open slowly for more than one staff member, but that most work would continue to be done remotely as per the latest guidance from the Agency of Commerce. He asked if the Executive Board and committees felt they were getting enough information/support. The Board responded that they were comfortable with the level of communications.

Preliminary Workplan and Budget for FY 2021. Adam noted he had slightly revised the proposed budget since the previous meeting. He added in revenue sources that he expects to receive from the CWSP program, the EDA Emergency Application and the Broadband Grant application. However, he noted that none of these applications have been awarded yet and are

still uncertain. He also noted that the State had not set its budgets for next year yet either. Since most of ACRPC's funding comes from the State, Adam noted he believed the budget is still very speculative. He requested that the Executive Board approve the current proposal as an interim budget and allow him to present it to the Full Commission for approval on that basis, knowing that it will need to be amended, probably in September after that State sets its budget for 2021. **Ross moved to recommend the preliminary/interim budget for presentation to the full Commission with the caveats noted above. Nick seconded the motion which the Executive Board approved unanimously.**

Broadband Innovation Grant: Adam noted that he was moving forward securing a business consultant for the grant application process. He issued an RFP to four consultant groups last week. Their responses are due next Friday. A committee consisting of Adam, Ellen and Jeremy Grip will choose a consultant and complete the grant application.

Other: None.

NEW BUSINESS

Other: None.

Member's Concerns/Information: The Executive Board requested that Adam invite the new board members to its final meeting of the fiscal year in June as a transitional meeting.

ADJOURNMENT

Stephen Pilcher moved to adjourn. Tim Davis seconded the motion. All approved and the meeting adjourned at 7:25 p.m.

Respectfully submitted,
Adam Lougee