

ADDISON COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE BOARD MEETING

June 24, 2020

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

ROLL CALL

Ferrisburgh

Leicester Diane Benware

Middlebury Ross Conrad

Shoreham Nick Causton

Monkton Stephen Pilcher

Vergennes Shannon Haggett

Whiting Ellen Kurrelmeyer

STAFF: Adam Lougee, Director
Wendy Sue Harper, Member Elect

Diane opened the meeting at 6:35

MINUTES

Minutes: Ellen Kurrelmeyer moved to adopt the May 27, 2020 minutes. Ross Conrad seconded the motion. The motion passed unanimously.

TREASURER'S REPORT

Adam did not have a Treasurer's report to distribute, but 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.

COMMITTEE REPORTS

Act 250: Ellen noted the Committee had not met.

Energy: On June 9th at 3:00 p.m. the Energy Committee hosted a meeting for Town Energy Committees focusing on weatherization.

Local Government: The Local Government Committee and Energy Committee hosted two public hearings in Monkton and in Salisbury in June. They will report their findings at the full Commission meeting.

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. Otter Creek Engineering presented a TAC sponsored project concerning relocating a portion of the South Lincoln Road in Lincoln. The Town of Lincoln was pleased with the project and will implement it later this summer.

Housing Committee: Ellen noted the committee continues to work. She presented the Executive Board with a letter, that the housing committee would like the Full Commission to send to Governor Scott. The letter recommends that the Governor create a program providing tax credit incentives for re-habilitating sub-standard rental housing. **Ross Conrad moved that the Executive Board support the letter and bring it to the full commission for its endorsement. Shannon Haggett seconded the motion. The motion passed unanimously.**

OLD BUSINESS

Water Quality Service Provider: Adam noted that he submitted a response to the RFP and that ANR issued. He also answered some follow-up questions ANR asked about ACRPC's finances. 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.

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.

Broadband Innovation Grant: Adam noted that ACRPC secured a business consultant to help with the project and the grant application. ACRPC chose to work with Valley.net, the organization that operates East Central Fiber, the most successful model for CUDs in Vermont and Rural Innovation Strategies, Inc. its partner. ACRPC submitted a comprehensive grant application supported by over 50 letters of support from the community. We hope to hear results by the beginning of July.

Other: None.

NEW BUSINESS

Audit FY2020: Adam noted last year ACRPC put its audit out to bid for a year with an option for ACRPC to exercise a renewal in the next two consecutive years. While last year the Executive Board had discussed going back out to bid, given the COVID -19 emergency, Adam requested that the Commission stay with an auditor they know and more importantly, who understands how ACRPC operates. **Nick Causton moved that the Commission exercise the first option to continue with Vance DeBouter as its auditor. Stephen Pilcher seconded the motion. All voted in favor.**

Committees/Committee Assignments: Adam noted that he intended to send out a request for committee assignments as part of the package for next meeting. He noted he did not plan to ask for new Committees, but asked the Board if they had any recommendations. Ross asked whether the Basin Water Quality Council would be a new Committee. Adam responded that it would not be a committee of ACRPC. Rather ACRPC would appoint one member to serve as its representative on the Basin Water Quality Council. **Adam noted he would add the Basin Water Quality Council to the list of organizations, on which ACRPC has representation.**

Annual Review of the Executive Director: Diane noted the Board would enter an Executive Session after it concluded all other business to conduct Adam's review.

Member's Concerns/Information: Adam noted Tim Davis had sent in his regrets for missing this meeting. Tim chose to attend his 20th wedding anniversary rather than his final executive board meeting. Adam also thanked Diane, Tim and Nick for their service and offered both Diane and Nick the floor for their last meeting. Both stated they had enjoyed working on the Executive Board and thanked the Board.

ADJOURNMENT

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

Respectfully submitted,
Adam Lougee