

Meeting Minutes
Addison County Regional Planning Commission
Wednesday, May 12, 2021

ACRPC held its monthly meeting remotely via Zoom with the Vice Chair, Shannon Haggett of Vergennes, presiding.

ROLL CALL:

<i>Addison:</i>		<i>New Haven:</i> Harvey Smith
<i>Bridport:</i>	Edward Payne Andrew Manning	<i>Orwell:</i>
<i>Bristol:</i>		<i>Panton:</i> Jamie Dayton
<i>Cornwall:</i>		<i>Ripton:</i> Jeremy Grip
<i>Ferrisburgh:</i>	Arabella Holzapfel Steve Huffaker	<i>Salisbury:</i> Barrie Bailey
<i>Goshen:</i>	Jim Pulver	<i>Shoreham:</i>
<i>Leicester:</i>		<i>Starksboro:</i> Richard Warren
<i>Lincoln:</i>	Steve Revell	<i>Vergennes:</i> Shannon Haggett Cheryl Brinkman
<i>Middlebury:</i>	Andy Hooper	<i>Waltham:</i>
<i>Monkton:</i>	Wendy Sue Harper	<i>Weybridge:</i>
		<i>Whiting:</i>

CITIZEN INTEREST REPRESENTATIVES:

Addison County Farm Bureau:
Addison County Economic Development Corp:
Otter Creek Audubon Society:
Otter Creek Natural Resources: Paul Wagner
Addison County Chamber of Commerce:

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
GIS Manager: John Van Housen
Land Use Planner: Katie Raycroft-Meyer
Transportation Planner: Mike Winslow
Emergency Planner: Andrew L'Roe
Office Manager/Bookkeeper: April Clodgo
Eco-AmeriCorps member: Maddison Shropshire

7:00 p.m. **BUSINESS MEETING:** Shannon opened the meeting at 7:00 p.m. by welcoming the commission.

- I. **Approval of the April 14, 2021 minutes:** Cheryl Brinkman moved approval of the minutes. Barrie Bailey seconded the motion. The minutes passed by voice vote/show of hands with Andrew Manning abstaining.
- II. **Executive Board Minutes:** Shannon noted that the Executive Board minutes from April are included in the package and 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 gave a Treasurer's Report for the end of March. Adam noted that cash flow remains good, that cash on hand is down, but receivables are very high. Adam also noted that revenues once again exceeded expenses by about \$30,000. **Andy Hooper moved to accept the Treasurer's Report as presented. Arabella Holzapfel seconded the motion, which passed by voice vote.**
- IV. **Committee Reports:**
 - Act 250/Section 248: No Meeting.
 - Energy Committee: Jeremy Grip reported that the Committee had not met, but that Velco had held a meeting regarding its transmission plan, which several energy Committee members and staff had attended. Of interest to Addison County was that Velco had noted that its lines would only support about 30MW more of generation from the region, far less than called for in the Energy plan. During the next CEP, this should be a topic for discussion.
 - Local Government Committee: No meeting, but we should meet with Bristol shortly.
 - Natural Resources Committee: No meeting.
 - Transportation Advisory Committee: Shannon Hagggett reported for the TAC. He noted that it had devoted most of the meeting toward prioritizing regional projects using VTrans's new prioritization system.
 - Population and Housing: Adam reported that Katie had issued another draft of the plan to staff and the committee for comments.
 - Economic Development Committee: No meeting, but in June ACRPC and ACEDC will be holding an economic planning meeting for their CEDS process.
- V. **Joint Partner's Report:** ACRPC and ACEDC are working together on the CEDS Planning as noted above under Committee reports.
- VI. **Delegate Staff Recognition: Remembering Ellen Kurrelmeyer.** Adam noted that the Commission had lost two friends this month, the first being Ellen Kurrelmeyer, a

longstanding member from Whiting and the second being Marty Illick of the Lewis Creek Association. Adam noted ACRPC was well represented at Ellen's funeral and that the newsletter contained a tribute to Ellen and her contributions to ACRPC on the front page and a similar tribute to Marty on the back page. The Commission discussed other ways to remember Ellen. Cheryl Brinkman suggested naming the conference room after her and including a plaque in the room. The Commission supported this decision by consensus and Adam will purchase and install the plaque.

VII. Old Business:

Maple Broadband Addison County CUD Update: Steve Huffaker, the Chair of Maple Broadband spoke on behalf of Maple Broadband. Steve noted that Maple Broadband continues to work to build out broadband services in the region. Its latest work includes issuing an RFP for all aspects of the design of the system. Maple Broadband expects responses back at the end of May and hopes to get funding to select an engineering consultant shortly thereafter.

Systems Updates: John Van Housen has been leading this project for ACRPC and made a brief presentation of the work completed to date focusing on the website and the phone system.

Other: Adam noted he had sent a letter to each municipality offering to help organize regional or sub-regional infrastructure or projects should the municipalities decide that is how they would like to proceed. He noted that VLCT and the RPC's are giving a workshop on May 18th and that ACRPC would provide additional support thereafter.

VIII. New Business:

Nominating Committee: Cheryl Brinkman reported that the Nominating Committee had met, considered its options, spoken with the existing executive committee members and proposed the following slate of officers at ACRPC's April meeting:

<i>Chair:</i>	Stephen Pilcher
<i>Vice-Chair:</i>	Shannon Haggett
<i>Secretary:</i>	Ross Conrad
<i>Treasurer:</i>	Eleen Kurrelmeyer
<i>At Large:</i>	Jamie Dayton
	Wendy Sue Harper
	Jeremy Grip

Cheryl noted Ellen's untimely passing had created a gap in the slate. Cheryl stated that the Commission would take nominations from the floor for this open slot and for all other positions on the Executive Committee. Steve Revell nominated Cheryl to serve

on the Executive Committee. Cheryl accepted the nomination, but noted that she did not want to jump right into the Treasurer position. The Full Commission charged the Executive Board with nominating a Treasurer at its next meeting and reporting back to the Full Commission in June.

Steve Revell moved that the Commission approve the slate of officers as presented by the Nominating Committee and amended to include Cheryl Brinkman. Barrie Bailey Seconded the motion, which passed by voice vote.

Draft Budget and Workplan: Adam noted he had distributed a preliminary budget in the package prior to the meeting. When he tried to share it on his screen, his computer crashed. In his absence the board noted that it was not required to vote on the budget until next meeting. Steve instructed all to review the documents Adam had distributed and to call Adam with any questions.

Discussion Regarding Covid - 19 Meeting Policy: Adam noted he had posted proposed changes to the office policy on the website as we begin to re-open. His biggest question for the commission was how would it like to proceed with meetings when we re-open. **After some discussion, the Commission expressed its support for a hybrid reopening in October after a celebratory Annual Meeting dinner in September. Committee chairs shall control how their committees choose to operate.**

ARPA funding for Municipalities and regional Priorities: ACRPC staff will continue to monitor the rules and make them available to your municipality as they are published by the Treasury and the State of Vermont.

Other: None.

IX. Member's Concerns/Information: None.

X. Adjournment: There being no further business, **Jeremy Grip moved adjournment and all voted in favor. The Commission adjourned its meeting at 8:01 p.m.**

Respectfully submitted,

Adam Lougee
Director