

Meeting Minutes
Addison County Regional Planning Commission
Wednesday, June 9, 2021

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

ROLL CALL:

<i>Addison:</i>		<i>New Haven:</i>	Tim Bouton
		<i>Orwell:</i>	
<i>Bridport:</i>	Andrew Manning		
<i>Bristol:</i>		<i>Panton:</i>	
		<i>Ripton:</i>	Jeremy Grip
<i>Cornwall:</i>	Don Burns	<i>Salisbury:</i>	Barrie Bailey
<i>Ferrisburgh:</i>	Arabella Holzapfel		
		<i>Shoreham:</i>	
<i>Goshen:</i>	Jim Pulver	<i>Starksboro:</i>	Richard Warren
		<i>Vergennes:</i>	Shannon Haggett Cheryl Brinkman
<i>Leicester:</i>			
<i>Lincoln:</i>		<i>Waltham:</i>	
<i>Middlebury:</i>	Ross Conrad Hugh McLaughlin	<i>Weybridge:</i>	Gioia Kuss
<i>Monkton:</i>	Wendy Sue Harper Stephen Pilcher	<i>Whiting:</i>	

CITIZEN INTEREST REPRESENTATIVES:

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

ACRPC EXECUTIVE BOARD

Chair: Stephen Pilcher
Vice-Chair: Shannon Haggett
Secretary: Ross Conrad
Treasurer:
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: Steve opened the meeting at 7:02 p.m. by welcoming the commission.

- I. Approval of the May 12, 2021 minutes:** Cheryl Brinkman moved approval of the minutes. Shannon Haggett seconded the motion. The minutes passed by voice vote/show of hands with Gioia Kuss, Tim Bouton and Don Burns abstaining.
- II. Executive Board Minutes:** Steve noted that the Executive Board minutes from May 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 April. Adam noted that cash flow remains good, that cash on hand is about where it should be, and receivables remain high. Adam also noted that revenues are slightly exceeded by expenses by about \$10,000. Adam noted he expected that to increase next month and then correct itself at the end of the quarter in June. **Jeremy Grip moved to accept the Treasurer's Report as presented. Ross Conrad seconded the motion, which passed by voice vote/show of hands.**
- IV. Committee Reports:**

Act 250/Section 248: No Meeting.

Natural Resources: No meeting.

Energy Committee: Jeremy Grip reported that the Committee had not met, but that staff had presented at a meeting yesterday sponsored by DPS to kick off its work on the Comprehensive Energy Plan and highlight its connection to regional and municipal planning.

Local Government Committee: No meeting, but we should meet with Bristol in July.

Transportation Advisory Committee: Shannon Haggett reported for the TAC. He noted that it had reviewed the Vermont Freight Plan, CCRPC's Study of the I - 89 corridor, projects within the region and bike and ped grants. Shannon noted the TAC requested that the Full Commission adopt two positions. First, concerning the Vermont Freight Plan, the TAC requested that ACRPC ask VTrans to revise the freight plan to specifically recognize Route 22A as an important Freight Corridor in Vermont. Andrew Manning moved the TAC's request on behalf of the Full Commission. Wendy Sue Harper seconded the motion, which passed unanimously by a voice vote, show of hands.

Second, regarding the I - 89 study, the TAC recommended that the Full Commission support the improvements at Exit -13. The TAC also noted that it could not reach consensus on whether or not to support constructing Exit 12B. some members felt Exit 12 B would spread traffic out between ROute 116 and Route 7. Others expressed concern of the impacts on the towns in northern Addison County.

Ross Conrad moved that the Full commission adopt the TAC's recommendation to support the construction of Exit 13 and to pass on the concerns expressed by the TAC

concerning Exit 12B, requesting that the study the impact of Exit 12 b on northern Addison County Communities and Silver Street in Monkton, which is not a state highway. Barrie Bailey seconded the motion. The motion passed by a show of hands/voice vote with Tim Bouton abstaining. Adam noted Mike would convey the message to the Chittenden County planners conducting the study.

Population and Housing: Adam reported that Katie plans to issue a final draft of this portion of the plan back to the committee at the end of June.

Economic Development Committee: No meeting, but tomorrow evening, June 10th ACRPC and ACEDC will be holding their first economic planning meeting for their CEDS process. Adam encouraged all available to attend.

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: Adam highlighted the two training initiatives that John is conducting later this month. The first is to teach citizens how to use the mapping tools available to them and the second is a course entitled, “Essentials of Land Use Planning” targeted for new municipal board members.

VII. Old Business:

Maple Broadband Addison County CUD Update: Adam provided the report for Steve Huffaker, the Chair of Maple Broadband, as Steve was unavailable tonight. Adam noted that Maple Broadband continues to work to build out broadband services in the region. It is working to award all of its pre-construction work to the bidder it selected from the applicants to the RFP for all aspects of the design of the system that it issued last month. It also has grant applications to the State to cover all of the costs of that engineering work and is confident it will be funded from H360, which just passed the Vermont legislature. It is also close to securing an operating partner and hopes to have that completed within a couple of months. Overall, it hopes these developments will continue and allow it to start building and operating its system much faster than it initially projected.

ARPA Funding, County Funds legislative expenditures: Adam noted that **towns will need to sign up with the Agency of Commerce soon to register to receive the town ARPA funding.** It will come in two equal installments, the first arriving with 30 days of the State request (Probably arriving in August) and the second half in the following year. The RPCs and VLCT will be available to help towns apply. **ACRPC has duns numbers for most of the towns in the region if towns cannot locate them.**

Regarding the County money, which we initially thought would be distributed directly to towns, that money is currently up in the air. It may need to go through the county. The State and federal treasury are sorting through that.

ACRPC will also receive some ARPA funding. Currently, we expect it will be \$22,000 to help towns spend and access their ARPA funding. Additionally, ACRPC expects it will also receive some new energy funding, general planning money and some money for bylaw re-writes. However, a lot of the details around that money is still up in the air. Adam has not included it in the budget until he understands the programs.

Other: None.

VIII. New Business:

Vote to confirm new Treasurer and Secretary: Adam noted that as the Full Commission had instructed at its May meeting, the Executive Board had met to discuss who it would appoint to serve as its Treasurer. At its meeting, the Executive Board voted to propose that Ross Conrad move his role from Secretary to Treasurer and that Jamie Dayton move into the role of Secretary. **Cheryl Brinkman moved to accept the Executive Board's proposal of Ross Conrad as Treasurer and Jamie Dayton as Secretary. Arabella Holzapfel seconded the motion, which passed unanimously by a voice vote/show of hands.**

Vote on FY2022 Draft Budget and Workplan: Adam noted he had distributed a preliminary budget in the package prior to the meeting. He shared its contents on his screen. He noted that he expected additional revenue from a number of sources, including the funds for helping municipalities with ARPA, extra funding to conduct zoning outreach and funding to support an energy planner as he had noted previously. He also explained that since he did not know the details of any of these other funding sources and the costs that would be associated with staffing positions to support the work, he had not included them in the budget. Adam noted the budget he presented the commission was built conservatively based upon contracts that he knew the commission had or would secure and a maximum assumption of expenses. He noted that even constructed in this manner, the projected budgets revenues exceeded the expenses. Adam noted that the work plan remained largely the same, except for the addition of a couple small programs ACRPC had secured. **Jeremy Grip moved to adopt the proposed work plan and budget for FY2022. Shannon Haggett seconded the motion, which passed unanimously by a voice vote show of hands.**

Other: None.

- IX. Member's Concerns/Information:** Ross reiterated that the County level ARPA funds, originally thought to be going to towns may be delayed because of the Treasury Department's finding that the money should go to the existing units of county government (Sheriff's Department and Courthouses). However, he noted that he expected that ultimately most of the money would flow to the municipalities.
- X. Adjournment:** There being no further business, **Arabella Holzapfel moved adjournment and all voted in favor. The Commission adjourned its meeting at 8:22 p.m.**

Respectfully submitted,

Adam Lougee
Director