

Addison County Regional Planning Commission

14 Seminary Street Middlebury, VT 05753 • www.acrpc.org • Phone: 802.388.3141

Meeting Minutes Addison County Regional Planning Commission Wednesday, October 13, 2021

ACRPC held its monthly meeting at its office and via google meet with the Chair Stephen Pilcher of Monkton, presiding.

ROLL CALL:

Addison:

Bridport: Andrew Manning
Bristol:

Cornwall: Don Burns

Ferrisburgh: Steve Huffaker

Goshen: Jim Pulver

Leicester:

Lincoln:

Middlebury: Ross Conrad
Hugh McLaughlin

Monkton: Wendy Sue Harper

New Haven: Tim Bouton

Orwell:

Panton: James Dayton

Ripton: Jeremy Grip

Salisbury: Barrie Bailey
Tom Scanlon

Shoreham:

Starksboro: Richard Warren

Vergennes: Shannon Haggett

Waltham: Jeff Glassberg

Weybridge:

Whiting:

CITIZEN INTEREST REPRESENTATIVES:

Addison County Farm Bureau:

Addison County Economic Development Corp:

Otter Creek Audubon Society:

Otter Creek Natural Resources:

Addison County Chamber of Commerce:

Paul Wagner

ACRPC EXECUTIVE BOARD

Chair: Stephen Pilcher

Vice-Chair: Shannon Haggett

Secretary: Jamie Dayton

Treasurer: Ross Conrad

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

Energy Planner: Maddison Shropshire

Eco-AmeriCorps member: Emma Sandman

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



7:00 p.m. BUSINESS MEETING: Shannon opened the meeting at 7:05 p.m. by welcoming the commission.

- I. Approval of the September 8, 2021 minutes:** Tom Scanlon moved approval of the minutes. Jeremy Grip seconded the motion. The minutes passed by voice vote/show of hands.
- II. Executive Board Minutes:** Shannon noted that the Executive Board minutes from September 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 August 2021. Adam noted that cash flow is the best ACRPC has ever had, that cash on hand is significantly more than we are used to seeing, and receivables remain high. **Tom Scanlon moved to accept the Treasurer's Report as presented. Tim Bouton seconded the motion, which passed unanimously by voice vote/show of hands.**
- IV. Committee Reports:**

Act 250/Section 248, Local Government, and Natural Resources Committees: No meeting.

Energy Committee: Jeremy reported that the Committee will meet shortly to review the New Haven Energy Plan. He also noted he is working with Maddi to set up some regional programs.

Transportation Advisory Committee: Shannon Haggett reported for the TAC. He noted that it had received two presentations on the grants it issued last year, one on the Orwell Salt shed relocation and the second on the River Road/116 Intersection in Bristol. They also received reports on the Vergennes Planning and Environmental Linkages Study ("PELS"), reviewed new TAC grant applications and had a highlight of the road foreman's meeting scheduled for next week.

Population and Housing: Tim Bouton reported that the Housing Committee had met and approved the draft Population and Housing Plan for distribution. A final draft of the Housing Plan is currently on the website for review. He urged all to look at and comment on the document. The Plan will remain on the website throughout the month. The Committee has scheduled a formal hearing on the Plan in November and then January to provide time for comments between hearings.

Economic Development Committee: Adam noted that ACRPC and Addison County Economic Development Committee ("ACEDC") continue to work on gathering information for their Comprehensive Economic Development Strategy ("CEDS") process, which they will also use to inform a joint economic development plan. They held Sector meetings last week with representatives of eight sectors of the economy.

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- V. **Joint Partner’s Report:** Fred Kenney of Addison County Economic Development Corporation (“ACEDC”) joined the meeting and reported on work he is doing to create a list of county projects that are ready for ARPA and other funding sources. He asked Adam to distribute a form to municipalities requesting their priority projects. He requested others to spread the word broadly so that all projects are represented on the list. He will work with a committee to narrow the list to 10 top economic development priorities.
- VI. **Delegate Staff Recognition:** Adam noted several items of business under this section. First, he informed the membership of Karl Neuse’s passing and pointed them to the tribute he had written in the newsletter. He noted Karl’s service will be on October 16th at 10:30 a.m. at St. Stephen’s church. Next, Adam re-introduced Emma Sandman, ACRPC’s newest Eco-Americorps service member. He also included an article on Emma in the newsletter. Lastly, he introduced Jeff Glassberg to the Commission. Jeff, a new delegate from Waltham, said hello.
- VII. **Old Business:**

Maple Broadband Addison County CUD Update: Steve Huffaker, Maple Broadband’s chair, gave a brief summary of Maple Broadband activities. He noted that Maple Broadband continues really good work to build out broadband services in the region. It is currently working on high level design for the region with its engineering consultant, Vantagepoint. It has also just received a \$2.3M grant award from the Vermont Community Broadband Board to fund all of the remainder of its pre-construction activity. Great news for this year. However, Maple Broadband is renewing its request to towns to consider investing a portion of their ARPA money in Maple Broadband. It has received \$50,000 from the Towns of Cornwall and Weybridge and hopes other towns in the region will also invest some of their ARPA money to support broadband. The timing is critical because Maple Broadband needs the funding to pre-purchase long lead time equipment (Fiber). If everything works out, Maple Broadband may be able to begin construction as soon as next summer/fall (2022), much faster than it initially projected. However, finding funds now to purchase equipment is critical to hitting that timeline.

Clean Water Service Provider (“CWSP”) update and budget: Adam stated that he had received a contract from ANR to begin setting up the CWSP. He included the contract in the meeting package and opened the floor to discussion regarding accepting this portion of the contract. After discussion of the provisions, **Tom Scanlon moved that ACRPC accept and execute the contract to set up the administrative mechanisms for the Clean Water Service Provider and Basin**

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Water Quality Committee programs. Tim Bouton seconded the motion, which passed unanimously by a show of hands/voice vote.

ARPA Funding, County Funds legislative expenditures: Adam reported that towns should now have their allocation of County money in addition to the first installment of town money. The RPCs and VLCT continue to be available to help towns with intertown coordination and advice regarding the interim Treasury rules. ACRPC will focus on helping towns support well conceived projects that will fuel the local economy in the years to come. ACRPC is creating a dashboard for transparency with the Agency of Administration and VCGI. It is also creating a comprehensive list of state funding that will be available for different activities. Please see the current newsletter and website Andrew has set up for more information. Please also note the all funders meeting referenced in the newsletter next week.

Brownfields: Adam noted that ACRPC anticipates that a lot more brownfields funding will be available this year and has decided to apply to revive its program. It has not had brownfield funding for many years. ACRPC also knows of several potential brownfields projects in the region so the timing seems right. ACRPC has published an RFP for a consultant to help and expects responses for it to review at the end of the week.

Other: None.

VIII. New Business:

Annual Report for FY 2021 (year ended June 30, 2021): Adam noted that he included the Annual Report in the meeting package. It provides a good summary of the work that staff has done on the commission's behalf over the course of the last year.

Audit schedule: Adam noted that Vance DeBouter, ACRPC's Auditor, would begin his work auditing ACRPC's financial statements from the year ending June 30, 2021 next week. He expects Vance will bring the draft audit to the Executive Board in November and then to the Full Commission for its review and approval at its December meeting.

Other: None.

IX. Member's Concerns/Information: None.

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- X. Adjournment:** There being no further business, **Barrie Bailey moved adjournment. Tom Scanlon seconded the motion and all voted in favor. The Commission adjourned its meeting at 7:51p.m.**

Respectfully submitted,

Adam Lougee
Director

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