

ADDISON COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE BOARD MEETING
October 27, 2021

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

ROLL CALL

<i>Middlebury</i>	Ross Conrad
<i>Monkton</i>	Stephen Plicher Wendy Sue Harper
<i>Panton</i>	Jamie Dayton
<i>Ripton</i>	
<i>Vergennes</i>	Shannon Haggett Cheryl Brinkman

STAFF: Adam Lougee, Director

Stephen opened the meeting at 6:33 p.m.

MINUTES

Minutes: Shannon Haggett moved to adopt the September 22, 2021 minutes. Cheryl Brinkman seconded the motion. The motion passed unanimously.

TREASURER'S REPORT

Adam delivered the Treasurer's Report through the month of September. He noted that cash on hand as of September 30th remained strong, up significantly from last year because of two new DHCD programs that paid cash upfront. Receivables are as high as they have ever been. He also reported that year to date, revenues exceed expenses by a significant amount. **Ross Conrad moved to accept the Treasurer's Report as presented. Shannon Haggett seconded the motion, which passed unanimously.**

Revised Budget (From new Business): While the Board was looking at the financials, it progressed into the proposed budget under new business. Adam reminded the Executive Board that when he was building this year's budget in April and May and when the commission passed it in June, we did not have complete information concerning a lot of funding sources. We now have more information. Adam has worked with April to offer the Commission an amended budget. He presented that budget to the Executive Board. He noted it is significantly larger than last year and shows a significant surplus. Jamie Dayton asked if it was realistic to achieve the budget without hiring additional staff. Adam responded that this is a very real concern. He noted he had hired Maddi already, but may look to hire additional staff now that the funding has solidified. **After further discussion Wendy Sue Harper moved that Adam present the**

revised budget to the full commission at its November meeting for its approval. Ross Conrad seconded the motion which passed unanimously.

COMMITTEE REPORTS

Act 250/248, Natural Resources, Energy, Local Government, Housing and Economic Development Committees : Adam stated that the committees noted above have not met since prior to the last Full Commission meeting.

Act 250/248 Committee: The Committee will meet on Tuesday, November 9th to review an application.

Transportation Advisory Committee (TAC): Shannon noted the TAC met in October. It made selections concerning the TAC grant process, reviewed VTrans priorities and projects within the region, Received a short update on the New Haven Train Depot move, and received an update on the Vergennes PELS process and notice of the public kick off meeting on November 4th.

Housing: Adam noted that the Housing Committee had approved the release of the Housing Draft of the Regional Plan for comment. It is posted on the website. Adam let the full Commission know in September and Katie has scheduled hearings for November and January.

OLD BUSINESS

ARPA and other State Recovery Funding (Flood Resiliency, Housing, Broadband): The Executive Board discussed the American Recovery Plan money municipalities in the Region have received. Adam noted that ACRPC has received funding to support municipalities and to help them navigate the rules regarding how to spend their own funding. Andrew is working on outreach to towns. All towns in the Addison Region successfully signed up to receive funding. Adam is also using the funding to support Maple Broadband. Adam also noted ACRPC continues its work with VLCT to put together information on options of activities towns may pursue, including best practices for using the funding. John continues to work with VLCT and the Agency of Administration to put together a dashboard. John is waiting on the Agency of Administration to create standards. Adam and Andrew are also working with VLCT to track the state programs, like housing and wastewater, and look to make sure ACRPC's towns know about and have access to that funding.

Flood Resiliency funding is available to purchase property subject to flooding at 100% of its value. Andrew has been pursuing several options. He will not submit any for the November deadline, but hopes to have one or two for the January funding round. The problem is with the short supply of housing, no one is really willing to sell because they do not have a place to go.

Adam and Katie have been discussing inviting the large state housing organizations to Addison County to discuss the State ARPA housing funds and share information with housing groups in the Region.

Finally, Adam noted that Maple Broadband was doing an excellent job, has signed an Operating

Agreement, has received a \$2.3M grant for its preconstruction work, has contracted with Vantagepoint engineering Services to do its preconstruction engineering, is working on securing financing to allow it to purchase long lead time items, like fiber cable and has issued an RFP to pre purchase Fiber cable. pre-construction activities.

New ACRPC Funding (Bylaws, Energy, ARPA, Brownfields): Adam noted that he had received more information about some of the new grant money ACRPC will receive in the next fiscal year. He noted that ACRPC had received an extra \$104,000 on its DHCD grant agreement. \$25,000 will be for helping municipalities recover from covid and the remainder will be to hire Maddi to help spur municipal and regional implementation of their energy plans. Additionally, ACRPC will receive another \$22,000 to help towns access, spend and administer their ARPA funding. DHCD will be putting out another grant program, like Municipal Planning grants, for re-writing municipal bylaws to promote housing. ACRPC will be eligible to apply with its member communities. Lastly, Adam noted that he expected to apply for new Brownfields funding this year. ACRPC has not competed well for Brownfields funding for a number of years, but with ARPA money, the pot this year is expanded. Andrew has issued an RFQ for engineering firms to work with us and help our application. Responses were due by October 15th. We selected Stantec to work with us on our application. Andrew is heading that effort on our behalf. Applications are due November 1st, 2021.

Vergennes PELS: The Vergennes Planning and Environmental Linkages Study (“PELS”) is progressing nicely. Background analysis continues. Mike and Adam and the project team have met with 6 selectboards in the area impacted and a series of focus groups are underway. The public kickoff meeting for the project will be on November 4th at 6:30 at the Vergennes Opera House.

Audit Update: Adam noted that April is working with Vance on our audit for FY2021 year ended June 30, 2021. Vance has begun his work. He will bring the audit to the Executive Board at the November meeting and we will present it to the Full Commission at its meeting in December.

Adam agreed once again to send the Executive Board the results of Vances “mini-audit” of ACRPC’s books and procedures in June.

Other: None.

NEW BUSINESS

Revised Budget: See the Treasurer’s report above.

Other: None.

MEMBER CONCERNS AND INFORMATION: None.

ADJOURNMENT

Ross Conrad moved to adjourn, Jamie Dayton seconded the motion. All approved and the meeting adjourned at 7:22 p.m.

Respectfully submitted,

Adam Lougee