

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, February 9, 2022

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

ROLL CALL:

Addison:

Bridport: Ed Payne
Andrew Manning

Bristol:

Cornwall: Stan Gryzb
Don Burns

Ferrisburgh: Tim Davis
Steve Huffaker

Goshen: Jim Pulver

Leicester:

Lincoln: Steve Revell

Middlebury: Ross Conrad
Andy Hooper
Hugh McLaughlin

Monkton: Wendy Sue Harper
Stephen Pilcher

New Haven: Tim Bouton

Orwell: Joseph Adriano

Panton: James Dayton

Ripton: Jeremy Grip

Salisbury: Barrie Bailey

Shoreham:

Starksboro: Richard Warren

Vergennes: Shannon Haggett
Cheryl Brinkman

Waltham: Jeff Glassberg

Weybridge: Gioia Kuss

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:

Ron Payne

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



Addison County
Regional Planning Commission

7:00 p.m. Business Meeting: Stephen Pilcher welcomed the Commissioners and moved the commission directly to the business meeting at 7:02.

- I. Approval of the January 10, 2022 minutes:** Stan Grzyb moved approval of the minutes. Hugh McLaughlin seconded the motion. The minutes passed unanimously by voice vote/show of hands with Jeremy Grip, Steve Revell and Jim Pulver abstaining.
- II. Executive Board Minutes:** The Executive Board minutes are included in the package for informational purposes. Steve inquired whether any one had questions, no one responded so he moved to the Treasurer's Report.
- III. Treasurer's Report:** Adam gave a Treasurer's Report for the end of December 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. Jeffrey Glassberg asked about how ACRPC distinguished prepaid amounts from that actually earned. Adam noted that the 8th column on the spreadsheet tracked prepaid items and by subtracting it from the total Revenue column Commissioners could see actual earned revenue. Adam noted that earned revenue lags expenses slightly by about \$10,000 and that he would work with staff to make that up over the remainder of the year. **Jeremy Grip moved to accept the Treasurer's Report as presented. Steve Revell seconded the motion, which passed unanimously by voice vote/show of hands.**
- IV. Committee Reports:**
Act 250/Section 248 Committee, Economic Development, Housing, Local Government and Natural Resources Committees: No meeting.

Adam noted that we hope to complete the work of the Housing committee with our vote later in the meeting.

Adam also noted that he had spoken with the Executive Committee at its last meeting about asking the Economic Development Committee to also serve as our brownfields review committee, since the work is interrelated. The Executive Committee approved that additional assignment since the committee's workload has been relatively light recently.

Act 250: Steve Revell noted the Committee had reviewed one project, the Shade Roller Mill Housing units in Vergennes. He noted that since this was a redevelopment project ACRPC had supported in the past with its Brownfield's program and constituted growth in a downtown that both ACRPC and the City of Vergennes supported, the committee choose not to intervene in the application.

Addison County Regional Planning Commission

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

Transportation Advisory Committee: Shannon Haggett noted the committee had met and that it had reviewed work ACRPC had conducted with VTrans to identify infrastructure at risk for repeat flooding losses, and received updates on Transportation Mutual Aid agreements, the Vergennes PEL study and the move of the New Haven Train Station.

Energy Committee: Jeremy Grip reported that **the Committee had changed its meeting night to the First Tuesday of the month at 7:00 p.m.** He noted the committee reviewed and supported a proposal to VTrans that Maddi had created to improve funding for rural bike/ped infrastructure. He also reported that the Committee chose to focus its energy work on implementing weatherization improvements and that it reviewed Energy Scorecards for the Region and for its communities that Maddi had created based upon how well each was doing to meet the goals of their Energy plans.

V. **Joint Partner’s Report/Delegate Staff Recognition**: Adam recognized David Raphael and Willem Jewett for their work on planning in the region. He directed Commissioners to the memorial articles for each contained in the newsletter.

VI. **Old Business:**

Maple Broadband Addison County CUD Update: Steve Huffaker, the Chair of Maple Broadband, the Addison County CUD, 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 has completed its high level design for its network and its Engineering Firm, Vantage Point Solutions, is out field checking the network plans’s assumptions. He also noted that Maple Broadband continues to work hard to secure materials so it can begin construction of its network in 2022. It has put out a purchase order for cable and issued an RFP to hire a marketing consultant to help it with its pre-subscription campaign. He noted it also has RFP’s out for electronic components and cabinets. Steve noted that labor continues to be a concern, but that Maple Broadband is doing everything within its ability to get to construction in 2022. Lastly, Steve thanked the 8 towns that had contributed ARPA funding to help Maple Broadband with its pre-purchase of equipment and cash flow during its startup.

ARPA Funding, ACRPC activities: The RPCs and VLCT continue to be available to help towns with intertown coordination and advice regarding the Treasury rules. Adam noted that on January 6th, the US Treasury issued the [Final Rule for State and Local Fiscal Recovery Funds](#), along with an accessible and helpful [overview document](#). The finalized regulations give Towns much more spending flexibility under the “Lost Revenue” category. All recipients in our region can now classify any portion or the entirety of their awards as Lost Revenue, without having to do any of the calculations

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



Addison County Regional Planning Commission

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

formerly required under the interim draft rule. Funds that are categorized as “lost revenue” can be spent on “government services”, which includes any service traditionally provided by a government. **There are still a number of restrictions and accounting implications to consider, and VLCT is encouraging all recipients to hold off on ARPA spending until further guidance has been developed**, but the final rules substantially opened up opportunities for municipalities to spend their funding. ACRPC will focus on helping towns support well conceived projects that will fuel the local economy in the years to come. ACRPC is working with 4 towns to use APRA funding to supplement other money to rebuild town buildings: Addison, Monkton, Salisbury and Whiting.

Clean Water Service Provider (“CWSP”): Adam noted that we had received a contract to create the Clean Water Service Provider infrastructure in November. Mike has been working to form the Basin Water Quality Council (BWQC) and all members have been appointed to that council. ACRPC has also completed work setting up a website for the Clean Water Service Provider and would continue to work on organizational documents so the infrastructure supporting the Clean Water Service Provider System will be up and functioning prior to its receipt of funding following July 1, 2022 in the next fiscal year.

Other: None.

VIII. New Business:

Report of the Housing Committee and vote to approve the Population and Housing Section of the Addison County Regional Plan. Tim Davis gave the report of the Housing Committee. He noted that it had completed its work, that ACRPC had held two public hearings on the plan, that the hearings had resulted in small changes that the committee had responded to and **on behalf of the committee he moved that the Addison County Regional Planning Commission vote to amend the Addison County Regional Plan to replace the previous Population and Housing Section of the Plan with the Population and Housing Section provided by the Housing Committee. Steve Revell seconded the motion, which passed unanimously by a voice vote/show of hands.**

Call for members interested in serving on the Nominating Committee: Stephen reminded the Commission that we will vote for a new slate of officers at our annual meeting in May. At its next meeting the Executive Board will propose a slate of members for the Nominating Committee. It will ask the Commission to vote on the Nominating Committee at the Commission’s March meeting. Between March and April, the Nominating Committee will work to find a slate of officers to propose for

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



Addison County Regional Planning Commission

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

the Executive Committee. It will present that slate to the Full Commission in April and again in May for a vote of the Commission. Stephen asked that anyone interested in serving on the nominating committee speak to an Executive Board member or to Adam prior to the Executive Board's meeting on February 23rd. **Tim Davis volunteered to serve on the committee.**

Other: None.

IX. Member's Concerns/Information: None.

X. Adjournment: There being no further business, **moved adjournment. All voted in favor. The Commission adjourned its meeting at 7:57 p.m.**

Respectfully submitted,

Adam Lougee
Director

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



Addison County
Regional Planning Commission