

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, April 13, 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

Orwell:

Panton:

Bristol: Peter Grant

Ripton: Jeremy Grip

Cornwall:

Salisbury:

Ferrisburgh: Tim Davis
Arabella Holzapfel

Shoreham: Nick Causton

Goshen:

Starksboro: Richard Warren

Leicester:

Vergennes: Shannon Haggett
Cheryl Brinkman

Lincoln: Steve Revell

Waltham: Jeff Glassberg

Middlebury: Ross Conrad
Hugh McLaughlin

Weybridge: Gioia Kuss

Monkton: Wendy Sue Harper

Whiting:

New Haven:

CITIZEN INTEREST REPRESENTATIVES:

Addison County Farm Bureau:

Addison County Economic Development Corp:

Otter Creek Audubon Society:

Ron Payne

Otter Creek Natural Resources:

Paul Wagner

Addison County Chamber of Commerce:

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



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Regional Planning Commission

7:00 p.m. Business Meeting: Shannon Haggett welcomed the Commissioners and moved the commission directly to the business meeting at 7:01.

- I. Approval of the March 9, 2022 minutes:** Steve Revell moved approval of the minutes. Arabella Holzapfel seconded the motion. The minutes passed unanimously by voice vote/show of hands with Ron Payne abstaining.
- II. Executive Board Minutes:** The Executive Board minutes are included in the package for informational purposes. Shannon 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 February, 2022. Adam noted that cash flow remains strong, that cash on hand is significantly more than we are used to seeing, and receivables remain high. Adam noted that earned revenues are slightly behind expenses, once prepaid items are removed. **The Commission voted to accept the Treasurer's Report as presented unanimously by voice vote/show of hands.**

IV. Committee Reports:

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

Transportation Advisory Committee: Shannon Haggett noted the committee had met March 16th. It spent the majority of its time setting the transportation priorities for the Region's bridges. It also discussed the status of the TAC engineering studying ongoing this year, received an update on the Vergennes Area Planning and Environmental Linkages Study and about the upcoming Walk/Bike Summit, which ACRPC is hosting.

Energy Committee: Jeremy Grip reported that **the Committee had met last week, the first Tuesday of the month at 7:00 p.m. The Committee hosted a discussion with CEAC on the goals of and how to implement our respective energy plans** He noted the committee is still looking for more participation.

Economic Development Committee: Adam noted that the Economic Development Committee had met to kick off the Region's Brownfields Program. The Committee approved three projects for ACRPC to help fund, including a marina, the Vergennes Opera House and the Maverick gas station in the Town of Middlebury.

V. Joint Partner's Report/Delegate Staff Recognition: None.

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VI. Old Business:

Maple Broadband Addison County CUD Update: Adam 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 has chosen vendors and purchased electronic components and cabinets. Adam noted that labor continues to be a concern, but that Maple Broadband is doing everything within its ability to get to construction in 2022.

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 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. ACRPC will hold a round table on ARPA spending for towns on April 27th that will include a discussion of accounting compliance at that time. ACRPC continues to focus on helping towns support well conceived projects that will fuel the local economy in the years to come.

Clean Water Service Provider ("CWSP"): Adam noted that we had received a contract to create the Clean Water Service Provider infrastructure in November and recently updated that contract to allow ACRPC to continue to build its system. Sometime after July 1, 2022 in the next fiscal year. ACRPC expects to receive nearly \$1,000,000 in grant funding for it to distribute to projects to improve water quality in Lake Champlain.

Planning and Environmental Linkages Study PELS: Adam noted that ACRPC continues to work with VTrans and their consultants on this study. The Purpose and Needs Statement is completed and has been adopted. We are now working on all alternatives and our screening methodology for those alternatives. We will be holding two public workshops at the end of May/beginning of June. The first will be live, in person and will be at the Vergennes Opera House on May 26th, from 6:00 to 8:00 p.m. The second will be a virtual meeting on June 1st from 6:00 - 8:00 p.m. Both

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workshops will give the public the opportunity to comment on the alternatives proposed to be evaluated and on the screening tools we will use to evaluate each alternative.

Other: None.

VIII. New Business:

Nominating Committee Report: Shannon reminded the Commission that we will vote for a new slate of officers at our annual meeting in June. At its last meeting the Commission elected Wendy Sue Harper, Chair; Tim Davis and Cheryl Brinkman to serve as the nominating Committee. Shannon invited the Nominating committee to provide its report on its recommended slate of officers. Wendy Sue Harper presented that slate of officers for the Executive Committee as follows:

Chair: Stephen Pilcher
Vice Chair: Shannon Haggett
Treasurer: Ross Conrad
Secretary: Jamie Dayton
At Large: Cheryl Brinkman
Jeremy Grip
Arabella Holzapfel

Shannon thanked Wendy Sue for her report. He opened the floor to other nominations from the floor. Hearing none, he noted that we would hear from the Nominating Committee again at our annual meeting on June 8th and once again open the floor to other nominations.

Proposed Budget: Adam noted that he had not yet completed a draft budget for the Commission's consideration and would bring one next month. He noted that with the Clean Water Service Provider funding coming in and the Project Development money for water quality, he expected that the revenue would increase substantially. He stated that while most of that revenue would pass through to projects, he expected to also need to add staff to make sure ACRPC could complete the work contained in the contracts it committed to.

Annual Meeting: Adam noted that at the last meeting the Executive Board had requested the flexibility to hold an in person annual meeting in May or June, depending upon Covid and the Commission had approved that request. He stated that we had chosen to hold the Annual Meeting on Wednesday, June 8th at Tourterelle

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Restaurant in New Haven from 5:00 - 8:30 p.m. We hope the weather will be a little warmer, allowing us to meet at Tourterelle's open pavilion, which we hope will help with people's comfort level about an in-person meeting. Adam noted he would send more details prior to the event.

Adam also noted that anyone wanting to nominate a peer for the Bertha Hanson Award should speak with a member of the executive committee by its April 27th meeting.

Other: Gioia Kuss also noted that there would be a memorial service for Willem Jewett on Saturday, May 7th.

IX. Member's Concerns/Information: None.

X. Adjournment: There being no further business, **Peter Grant moved adjournment. All voted in favor. The Commission adjourned its meeting at 7:50 p.m.**

Respectfully submitted,

Adam Lougee
Director

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