

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, May 11, 2022

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

ROLL CALL:

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

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

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7:00 p.m. Business Meeting: Stephen Pilcher welcomed the Commissioners and moved the commission directly to the business meeting at 7:03.

- I. Approval of the April 13, 2022 minutes:** Arabella Holzapfel moved approval of the minutes. Shannon Haggett seconded the motion. The minutes passed unanimously by voice vote/show of hands with Don Burns, Tim Bouton 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 March, 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 ahead of expenses, once prepaid items are removed. **Wendy Sue Harper moved to accept the Treasurer's Report as presented. Jeremy Grip seconded the motion. The Commission voted to accept the Treasurer's Report as presented unanimously by voice vote/show of hands.**

While Adam had the budget open in screen-share the Commission also reviewed the proposed FY2023 budget, which Adam will ask the commission to vote on at its annual meeting next month. Adam reviewed the major changes in revenues and expenses with the commission, He noted many of them will still change somewhat because the State budget is not yet final and many are funded through the State. Adam noted that ACRPC's budget will more than double in the upcoming year from \$1,000,000 to over \$2,000,000. The biggest portion of that increase is the \$1,000,000 in clean Water Service Provider funding that Adam is projecting. However, he noted that the vast majority of that money will pass through to other contractors for work on clean water projects. Adam noted the next major increase of \$200,000 is also related to clean water project development. That money will also be contracted out to other entities statewide for project development work. Adam noted that he expected both our VTrans planning money and our money through the Agency of Commerce will increase this year. Adam highlighted the Health Equity funding from the Department of Health to plan for healthy communities and the Panton BRIC project, which will look at creating a micro-grid for electricity in the Panton area. Finally, Adam noted that tomorrow he expects to hear that ACRPC will receive a \$500,000 brownfields grant, so it is not even included in the budget yet. Adam noted that while the changes are big, most of the money will pass through to other entities. Once the State budget passes, Adam noted he expected he would include hiring an extra staff member in the budget.

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IV. Committee Reports:

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

Transportation Advisory Committee: Hugh McLaughlin praised Mike Winslow, ACRPC's Transportation Planner for the work he did on the Walk/Bike Summit, which the Commission hosted in Middlebury last Friday. Hugh noted the event was a great success and very good for downtown Middlebury. Shannon Haggett noted the committee had met in April. It had elected its officers, Brent Rakowski as Chair and Andrew Ochs as Vice Chair. 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 studies ongoing this year, received an update on the Vergennes Area Planning and Environmental Linkages Study and about the Walk/Bike Summit.

Energy Committee: Jeremy Grip reported that the Committee had met with the Vermont Housing Finance Agency and the Heatsquad to discuss financing options for weatherizing homes in the Region. Rich Warren noted it was a very informative meeting. **Maddi will post a link to the video of the meeting on the ACRPC website.**

V. Joint Partner's Report/Delegate Staff Recognition: Adam echoed Hugh McLaughlin's kind words about the good work Mike Winslow and the rest of the staff had done on the Walk/Bike Summit. Adam also announced the sad news that John Van Housen had been lured away from ACRPC to take another job. Adam noted he was sorry to see John leave, as he enjoyed having him on staff, but that ACRPC could not compete with the offer he received. Adam wished John well, noted he had given ACRPC a long lead time and encouraged commissioners to give John their best wishes.

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 nearly done 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 purchased cable and has chosen vendors and purchased electronic components, cabinets and other long lead-time items. It expects to have final design plans completed shortly so it can put those out to bid for a contractor to

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do the installation. 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.

Walk/Bike Summit: **Please see the Transportation Committee report above.**

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 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.

Annual Meeting: Adam stated that we had chosen to hold the Annual Meeting on Wednesday, June 8th at Tourterelle 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. Ross Conrad of Middlebury will be presenting his book and speaking about beekeeping in Addison County. The dinner is free to commissioners and a guest of their choice. All others will be charged for the cost of the meal. At our business meeting, we will elect officers, vote on our workplan and budget and award the Bertha Hanson award. Adam noted he would like reservations and will send out a formal notice a little closer to the meeting.

Nominating Committee Report: Steve reminded the Commission that we will vote for a new slate of officers at our annual meeting in June. 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

Steve 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

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Committee again at our annual meeting on June 8th and once again open the floor to other nominations.

Other: None.

VIII. New Business:

Report on the Annual Workplan and Budget/Staffing/New Project Highlights: Please see the Treasurer's Report.

Other: None.

IX. Member's Concerns/Information: None.

- X. **Adjournment:** There being no further business, **Cheryl Brinkman moved to adjourn. Jeremy Grip seconded the motion, which all supported. The Commission adjourned its meeting at 8:05 p.m.**

Respectfully submitted,

Adam Lougee
Director

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