

ADDISON COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE BOARD MEETING
April 27, 2022

The Addison County Regional Planning Commission’s Executive Board held its monthly meeting in a hybrid fashion, at its offices and via Google meet with Chair, Stephen Pilcher presiding.

ROLL CALL

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

STAFF: Adam Lougee, Director

Stephen opened the meeting at 6:31 p.m.

MINUTES

Minutes: Shannon Haggett moved to adopt the March 23, 2022 minutes. Cheryl Brinkman seconded the motion. The motion passed unanimously.

TREASURER’S REPORT

Adam delivered the Treasurer’s Report through the month of March. He noted that cash on hand as of March 31st remained strong, up significantly from last year because of two new DHCD programs that paid cash upfront. Receivables also remain high. He reported that year to date, revenues exceed expenses by more than \$200,000. However, Adam noted that a lot of those funds constitute prepaid revenues. When we remove those amounts, revenues are actually about \$26,000 ahead of expenses. Adam reviewed the budget in detail with the Executive Board. He also reviewed the preliminary proposed budget for next year. That budget shows a significant increase in funding, largely driven by the clean water service provider funding. Adam noted that the budget will change between now and the annual meeting in June, but should remain positive. **Cheryl Brinkman moved to accept the Treasurer’s Report as presented. Ross Conrad seconded the motion, which passed unanimously.**

COMMITTEE REPORTS

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

Energy: Jeremy Grip reported that the Energy Committee will meet early in May to discuss financing available for homeowners and landlords to weatherize their spaces. had met earlier this month with CEAC. It meets again in early April.

Transportation Advisory Committee (TAC): Shannon noted the TAC met in April. It focused on project prioritization for VTrans for bridges. Mike Winslow, ACRPC's Transportation Planner also gave some updates on local projects. Lastly, the TAC elected new officers including Brent Ratkowski of Vergennes as its chair and Andrea Ochs of Orwell as its Vice Chair.

Economic Development Committee: Adam noted that the Economic Development Committee had met to discuss ACRPC's brownfields program and had approved 3 projects, including Tom's Marina, A project supporting the Vergennes Opera House and a project for Middlebury involving the former Maverick Gas station.

OLD BUSINESS

Walk/Bike Summit: Adam noted that ACRPC will be hosting the 2022 Vermont Walk/Bike Summit on Friday May 6th. The event will be in person at the Town Hall Theater, with breakout classrooms all over Middlebury. Adam noted that Mike, with the support of other staff members, had been doing a terrific job organizing the summit and that he expected a very positive event.

ARPA Reporting for Towns: Adam noted that town reporting is due April 30th. Andrew has organized a workshop for the towns to discuss reporting issues on April 27th and will be available to answer questions April 28 and 29th.

Draft Budget and Workplan for FY 2023: Presented above in the Treasurer's Report.

Draft Financial Policy: Adam noted that he and April have made a lot of progress drafting the Financial Policies supporting the new electronic bookkeeping system. It is close to completion. Adam asked the executive Board how they felt the Bills.com control was working. They affirmed it provided an extra level of control, but asked Adam to make sure April batches the requests for payment twice a month so they do not need to answer e-mails constantly.

Annual Meeting, Bertha Hanson Award: Adam reported the Annual Meeting would be held on Wednesday, June 8th at Tourterelle Restaurant in Vergennes. Ross has agreed to serve as our speaker and we will have a limited business meeting after dinner and Ross's presentation.

Other: None.

NEW BUSINESS

Health Equity Grant from the Department of Health: Adam spoke with the Executive Board about a \$43,000 grant that ACRPC has received from the Department of Health. He noted it would be for creating material supporting healthy communities and planning projects in a couple of communities. Adam noted he and Maddi were leaning toward town forest planning.

Other: None.

MEMBER CONCERNS AND INFORMATION

None.

ADJOURNMENT

Ross Conrad moved to adjourn. All approved and the meeting adjourned at 7:37 p.m.

Respectfully submitted,
Adam Lougee