

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, October 12, 2022

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

ROLL CALL:

Addison:

Bridport: Andrew Manning

Orwell: Joseph Andriano

Bristol:

Panton:

Cornwall:

Ripton:

Ferrisburgh: Arabella Holzaphel

Salisbury:

Goshen:

Shoreham:

Leicester:

Starksboro: Rich Warren

Lincoln: Steve Revell

Vergennes:

Middlebury: Ross Conrad
Barbara Greenewalt
Hugh McLaughlin

Waltham: Jeff Glassberg

Weybridge: Gioia Kuss

Monkton: Stephen Pilcher
Debra Sprague

Whiting:

New Haven:

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:

ACRPC EXECUTIVE BOARD

Chair: Stephen Pilcher

Vice-Chair: Shannon Haggatt

Secretary: Jamie Dayton

Treasurer: Ross Conrad

At Large: Jamie Dayton
Arabella Holzaphel
Jeremy Grip

STAFF

Executive Director: Adam Lougee

GIS Manager: Hannah Andrew

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: Zach Roberts

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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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 September 14, 2022 minutes:** Jeff Glassberg moved approval of the minutes as amended. Arabella Holzapfel seconded the motion. The minutes passed by voice vote/show of hands. Stephen Pilcher, Hugh McLaughlin and Gioia Kuss abstained.
- II. Executive Board Minutes:** The Executive Board minutes were not included in the package for informational purposes. Adam will send them tomorrow.
- III. Treasurer's Report:** Adam gave a Treasurer's Report for the end of August, 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 significantly ahead of expenses on a gross basis, but behind expenses once prepaid items are removed. Adam believes this is merely a reflection of some vacation time and sick time early in the year and we will make it up as time goes on. We will definitely keep our eye on it.

Adam noted that he and April are working on Jeff Glassberg's request that the monthly budget report be prepared in Quickbooks to remove the chance for errors in copying data.

Arabella Holzaphel moved to accept the Treasurer's Report as presented. Joseph Andriano seconded the motion. 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 Economic Development and Natural Resources: No meeting.

Transportation Advisory Committee: Jeff Glassberg reported that the TAC received three presentations of last year's TAC studies. The first addressed the viability of Old Town Road in Ripton serving as an emergency access should Route 125 wash out again. The second was a sidewalk study of Airport Park in Bristol and the last addressed options for improving the intersection at Boardman Street and Route 7 in Middlebury. The TAC also received information about the VTrans priority ranking system for bridges. Jeff noted that the Main Street bridge in Vergennes had risen in priority. Lastly, the TAC awarded new grants for a sidewalk study in Ferrisburgh center and a bridge project in Lincoln.

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Energy Committee: Ross reported that the Committee had a meeting with Tiana Smith of GMP. Ms. Smith oversees GMP's electric vehicle infrastructure program. Ross noted she answered a lot of hard questions and indicated that a lot of funding seemed to be available to help build electric vehicle infrastructure. Ross also noted the Energy Committee would review the Waltham Energy plan in October and the Whiting Energy Plan in November.

- V. Joint Partner's Report/Delegate Staff Recognition:** Adam stated Fred Kenney is compiling this year's project list for use by the Agency of Commerce and others in awarding grants. Adam encouraged municipalities with infrastructure projects that would benefit economic development, like the Vergennes Wastewater project, to complete the application prior to the deadline at the end of October.

Adam stated that Zach Roberts ACRPC's new Eco Americorps service member had started. Adam noted that the newsletter contained a nice introduction to Zach.

VI. Old Business:

Maple Broadband Addison County CUD Update: Adam and Ross gave a brief summary of Maple Broadband activities. Adam noted that Maple Broadband continues really good work to build out broadband services in the region. It recently received \$2.4M of the \$8.6M grant that it received from the Vermont Community Broadband Board ("VCBB") to begin building out broadband in the area. Maple Broadband began construction of its network in September 2022 and hopes to hook up customers by the end of the year. Ross noted that Towns that donated ARPA money to Maple Broadband really helped out because the VCBB grant rewards networks that raised outside capital.

Report on Staffing and Projects: Adam introduced Hannah last meeting and Zach Roberts earlier this meeting. We have one more position Adam is looking to fill. It is a community planner position.

We have a lot of new projects starting this fall, including the Clean Water Service Provider ("CWSP"). Adam stated that he had signed a contract for \$1.098M to provide Clean Water Service Provider Services and that would start soon. Adam also stated that the new brownfields program had been approved and that we would have a kick off meeting with EPA on October 24th. Lastly, Adam stated we had just released an RFP for \$200,000 of grants for other organizations to develop clean water projects.

Other: None.

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VIII. New Business:

Municipal Planning Grants presentation: Katie Raycrot Meyer, ACRPC's Community Planner, gave an update on municipal planning grants and presented some projects ACRPC has recently completed to give towns an idea of the range and scope of the work we can do on their behalf and the different types of projects municipal planning grants can fund. A link to her presentation is here:

https://docs.google.com/presentation/d/1I3Ro4UOgqt2H1lw2_2DIxl1QbL1ULRekSJIIJPFYpU/edit?usp=sharing

Amend bylaws to provide for shared municipal services: Adam noted that at the November meeting he will be bringing proposed changes to ACRPC's bylaws to enable ACRPC to provide shared municipal services (Shared Zoning administrators or town managers or appraisers). Adam will be looking for a vote in December.

Other: None.

IX. Member's Concerns/Information: None

X. **Adjournment**: There being no further business, **Arabella Holzaphel moved to adjourn, which all supported. The Commission adjourned its meeting at 8:30 p.m.**

Respectfully submitted,

Adam Lougee
Director

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