

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, January 11, 2023

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

ROLL CALL:

Addison:

Bridport: Andrew Manning

Orwell: Joseph Andriano

Bristol:

Panton:

Cornwall: Stan Grzyb

Ripton: Jeremy Grip

Ferrisburgh: Steve Huffaker
Tim Davis

Salisbury:

Goshen: Jim Pulver

Shoreham:

Leicester:

Starksboro: Richard Warren

Lincoln: Steve Revell

Vergennes: Shannon Haggett
Cheryl Brinkman

Middlebury: Barbara Greenewalt
Hugh McLaughlin
Ross Conrad

Waltham: Jeff Glassberg

Monkton: Stephen Pilcher
Debra Sprague

Weybridge: Gioia Kuss

Whiting:

New Haven: Harvey Smith

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
Arabella Holzapfel
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



7:00 p.m. Business Meeting: Stephen Pilcher welcomed the Commission at 7:00 and opened the business meeting.

- I. Approval of the December 14, 2022 minutes:** Shannon Haggett moved approval of the minutes. Jeremy Grip seconded the motion. The minutes passed by voice vote/show of hands. Harvey Smith and Paul Wagner abstained.
- II. Executive Board Minutes:** The Executive Board minutes were included in the package for informational purposes. No one had any questions regarding their content so Stephen moved on.
- III. Treasurer's Report:** Adam gave a Treasurer's Report for the end of November, 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, and about even once prepaid items are removed. Jeff Glassberg questioned Adam about the budget. He noted that some items had been added to or subtracted from the approved budget. He state that the budget should remain as approved until formally amended. Adam agreed with Jeff. He noted that the changes reflected mostly new revenue ACRPC had received since it approved the budget, but also recognized Jeff's point and will correct the budget for the next meeting. **Steve Revell 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.**

IV. Committee Reports:

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

Energy Committee: Jeremy Grip reported that the Energy Committee will meet on January 25th at 9:00 a.m. to review the Whiting enhanced energy plan. Jeremy also noted new incentives for changing out old inefficient wood stoves for new ones.

Housing: Tim Davis reported that the Housing Committee met earlier this evening before the full commission meeting. It reviewed the Vermont Housing Investment Program, discussed the matching grant ACRPC had secured from Saint Stephen's church to encourage the development of accessory dwelling units for lower income people and discussed ACRPC's ADU guide.

Economic Development Committee: Adam noted that the Economic Development Committee would meet this coming Friday to review the final draft of the

Addison County Regional Planning Commission

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

Comprehensive Economic Development Strategy for the West Central Vermont region, which includes Rutland, Chittenden and portions of Washington and Orange counties in addition to Addison County. The plan is intended to help the region plan for economic development and compete for federal Economic Development Administration funding. Adam noted that once the final CEDS is approved by the strategy committee, he will ask the economic development committee to introduce the document to the full commission for its approval, probably in March.

- V. **Joint Partner's Report/Delegate Staff Recognition:** Adam acknowledged Maddi's hard work on the newsletter and noted that it contained a lot of good information on grants, workshops and current projects of ACRPC.

VI. Old Business:

Maple Broadband Addison County CUD Update: Steve Huffaker, the Chair of Maple Broadband, gave a brief summary of Maple Broadband's activities. Steve noted that Maple Broadband began construction of its network in September 2022 and hooked up its first customer today. He noted that after a short soft launch it would open the network to all structures within its first Phase service area. Steve noted it planned to issue a bid package for the rest of its Phase 1 build (Cornwall, Orwell, Whiting, Shoreham) at the end of January and that Maple Broadband was now planning its Phase II buildout and really ramping up its marketing for the area covered, and to be covered, by its phase I building program.

Steve Revell congratulated Steve Huffaker on Maple Broadband's good work.

Audit Update: Adam noted that the commission had hired Veroff and Austin to conduct its audit for fiscal year 2022. That work was completed and the audit was distributed with the meeting package. Adam explained the highlights of the audit noting it was a clean audit with no findings. It also showed that net assets increased by about \$40,000 last year. **Steve Revell moved to accept the audit. Shannon Haggett seconded the motion, which passed unanimously.**

Other: None.

VII. New Business:

Highlights on Projects and Grants: Adam highlighted several new projects for the commission including:

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

1. The St. Stephen's grant to ACRPC for creating accessory dwelling units for affordable housing;
2. The RFP ACRPC issued for the Clean Water Service Provider role;
3. The Brownfields grant and the site assessments ACRPC and its consultant Stantec are working on for Otter Creek child Center, Vergennes Opera House and the Maverick gas station in Middlebury;
4. The Municipal Energy Resilience grants ACRPC will be working with municipalities on to improve the energy profile of municipal buildings;
5. Housing bylaw work Adam and Katie are doing with Bristol, Lincoln and Shoreham;

Many of the projects Adam highlighted are also addressed in the newsletter.

Other: Paul Wagner asked if ACRPC had taken any action to follow-up on the local purchase of property adjacent to Sunrise and Sunset lake. He stated he felt it was not a worthy investment. Joseph Andriano, the delegate from Orwell who brought the sale of Camp Sunrise to the Commission's attention last meeting, disagreed. He noted the property bordered and provided access to a pristine lake and unique community asset. He stated that he may ask for help in the future.

VIII. Member's Concerns/Information: Tim Davis noted that a new group was creating hemp processing facilities and he felt it would be a good opportunity for Vermont farmer's to switch crops and reduce their phosphorus output.

IX. Adjournment: There being no further business, **Ross Conrad moved to adjourn, which all supported. The Commission adjourned its meeting at 8:05 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