

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 10, 2024

ACRPC held its monthly meeting at its office and via google meet with the Chair, Ross Conrad of Middlebury, presiding.

ROLL CALL:

Addison:

Bridport: Ed Payne

Bristol: Richard Butz
Peter Grant

Cornwall: Stan Grzyb

Ferrisburgh: Arabella Holzapfel
Steve Huffaker

Goshen:

Leicester:

Lincoln: Steve Revell

Middlebury: Ross Conrad
Hugh McLaughlin

Monkton: Stephen Pilcher

New Haven:

Orwell:

Panton: Jamie Dayton

Ripton: Jeremy Grip

Salisbury:

Shoreham: Nick Causton

Starksboro: Richard Warren
Tom Perry

Vergennes: Shannon Haggett

Waltham: Jeff Glassberg

Weybridge:

Whiting: Jennifer Erwin

CITIZEN INTEREST REPRESENTATIVES:

Otter Creek Audubon Society:

Otter Creek Natural Resources:

Addison County Farm Bureau:

Addison County Economic Development Corp:

Addison County Chamber of Commerce:

Ron Payne

ACRPC EXECUTIVE BOARD

Chair: Ross Conrad

Vice-Chair: Jamie Dayton

Secretary: Arabella Holzapfel

Treasurer: Cheryl Brinkman

At Large: Jeremy Grip

Tim Davis

Joseph Andriano

STAFF

Executive Director: Adam Lougee

Assistant Director: Mike Winslow

GIS Manager: Hannah Andrew

Land Use Planner: Katie Raycroft-Meyer

Emergency Planner: Andrew L'Roe

Office Manager/Bookkeeper: April Clodgo

Energy Planner: Maddison Shropshire

Natural Resource Planner: Deron Rixon

Eco-AmeriCorps member: Carissa Finnerty

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Lincoln	Middlebury	Monkton	New Haven	Orwell	Panton	Ripton
Salisbury	Shoreham	Starksboro	Vergennes	Waltham	Weybridge	Whiting



**Addison County
Regional Planning Commission**

7:00 p.m. Business Agenda: Ross Conrad called the meeting to order at 7:02 p.m. welcomed commission members and began the meeting.

- I. Approval of the December 13, 2023 meeting minutes:** Shannon Haggett moved approval of the minutes. Steve Revell seconded the motion. The minutes passed by a voice vote/show of hands. Andrew Manning and Jeff Glassberg abstained from the vote.
- II. Executive Board Minutes:** The Executive Board did not meet in December.
- III. Treasurer's Report:** Adam presented the Treasurer's Report for the evening. Adam noted that cash flow remains strong, that cash on hand and receivables are also strong. Adam noted that ACRPC's financials continue to benefit from a number of prepaid items and that our projected surplus looks healthy. **Stepen Pilcher moved to accept the Treasurer's Report as presented. Steve Revell seconded the motion. The Commission voted to accept the Treasurer's Report unanimously by voice vote/show of hands.**
- IV. Committee Reports:**
 - Act 250/Section 248: No meeting.
 - Energy Committee: Jeremy Grip reported that the Energy Committee is convening a meeting of all local energy committees on Saturday, January 20th. The Committee will also meet on January 15th. Richard Butz noted that the Committee met on December 18th. It discussed the regional energy plan and work it would do to create a dashboard for each town.
 - Local Government: No meeting.
 - Natural Resources: No Meeting, but will meet January 16th.
 - TAC: No Meeting., but it will meet on January 17th.
 - Housing: The Housing Committee met just before this meeting to discuss its survey and take a deeper dive into the data and how the region should use it and distribute it. It will present further results soon.
 - Economic Development Committee: No meeting.
- V. Joint Partner's Report/Delegate Staff Recognition:**

Adam gave a brief Joint Partners report. Adam recognized the work that Andrew, Maddi and Carissa have been doing over the last month to clean up the office and

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convert files from paper to electronic and recycle things no longer being used or files that are long past our compliance requirements to keep.

VI. Old Business:

Vergennes Planning and Environmental Linkages Study Update: Mike Winslow, ACRPC's Assistant Director and Transportation Planner presented the substantial work that VTrans, ACRPC and their consultants have been doing on this study. Mike walked the planning commission through visualizations of each route under study, available [here](#) or on the Vergennes PELS website or the transportation page of ACRPC's website.

Clean Water Service Provider Update: Mike also presented a spreadsheet showing the progress ACRPC had made on water quality. The spreadsheet outlined the project name, the amount of funding provided and the amount of Phosphorus projected to be reduced amongst other information. Overall, ACRPC's water quality work is progressing well, but we are still looking for active projects.

Maple Broadband Update: Steve Huffaker, the Chair of Maple Broadband, noted that Maple Broadband was currently nearing completion of its Phase 1 construction in Cornwall, Shoreham and a part of Orwell. Maple broadband has moved their crews and already started their Phase 2 build in Vergennes, Ferrisburgh, Waltham and parts of New Haven and Monkton. Phase III will start in 2024 and complete the builds in Orwell and Leicester. More customers are enjoying the opportunity to sign up every day and Steve is pleased with the progress that Maple Broadband has been making connecting underserved residents to the internet with a dedicated fiber cable connection.

Conflict of Interest Policy: Adam thanked the Commissioners that had completed their conflict of interest statements, requested all others to complete theirs and noted the statements were included in last month's package, he could provide one, or commissioners can download it from ACRPC's website.

Audit update: Adam provided an update on ACRPC's audit. He had hoped to have a final audit for distribution at December's meeting. However, he received a draft for review only a couple hours before the meeting. He looked at it briefly and it appears to be a "clean" audit with no adverse findings. The Executive Board did not meet over the holidays. Adam intends to thoroughly review the audit with the Executive Board at its January meeting and will bring it to the full Commission next month.

Other: None.

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VII. New Business:

Other: None.

VIII. Member's Concerns/Information: Steve Huffaker reiterated that Ellie Devilliers, the Executive Director of Maple Broadband is available to meet with any of your selectboards to discuss the progress of Maple Broadband and its partner WCVT in delivering broadband to the entire Addison Region. Andrew Manning Added that he is very pleased to see Waitsfield and Champlain Valley Telecom working in Bridport.

IX. Adjournment: There being no further business, **Shannon Haggett moved to adjourn, Steve Revell seconded the motion, which all supported. The Commission adjourned its meeting at 8:15 p.m.**

Respectfully submitted,
Adam Lougee, Director

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