

ADDISON COUNTY REGIONAL PLANNING COMMISSION  
EXECUTIVE BOARD MEETING  
October 25, 2023

The Addison County Regional Planning Commission's Executive Board held its monthly meeting in person at ACRPC's office at 14 Seminary Street in Middlebury and via Google Meet with Chair, Ross Conrad presiding.

ROLL CALL

*Ferrisburgh* Arabella Holzapfel  
Tim Davis  
*Middlebury* Ross Conrad  
*Orwell* Joseph Andriano  
*Panton* Jamie Dayton  
*Ripton*  
*Vergennes* Cheryl Brinkman

STAFF: Adam Lougee, Director

Ross opened the meeting at 6:30 p.m.

MINUTES

**Cheryl Brinkman moved to adopt the September 27, 2023 minutes. Jamie Dayton seconded the motion. The motion to approve the minutes passed by voice vote/show of hands.**

TREASURER'S REPORT

Adam delivered a draft Statement of Financial Position and a draft Statement of Financial Activities through the month of September. Cash on hand and receivables remain strong. Adam noted that the statement of financial position showed a positive fund balance of about \$86,000 this year. Adam noted a lot of that sum must be prepaid items, like dues. He noted he would look into it prior to the Full Commission meeting. However, it does put us in a good cash flow position. **Cheryl Brinkman moved to accept the Treasurer's Report as presented. Arabella Holzapfel seconded the motion, which passed unanimously.**

COMMITTEE REPORTS (only committees that have met since the Full Commission meeting)

Energy Committee: Cheryl noted the committee met on Monday the 16th. Guests from the Climate Action Energy Center ("CEAC") presented some programs they have been working on including the "Mass Energize" database and dashboard they intend to provide to Addison County towns that shared some of the MERP grant funding with them. The Committee discussed progress on the MERP assessments and then started planning for the regional enhanced energy plan followed by the municipal enhanced plans. They discussed hosting a Regional Energy Fair for the Addison Region next year. They also discussed hosting a meeting of all local energy

committees in the new year and then discussed the REV Conference which both Maddi and Cheryl attended.

Transportation Advisory Committee: Adam gave the TAC report. He noted the TAC had received a presentation from VTrans on innovative projects it is currently working on. Mike also gave updates on the regional projects VTrans worked on/completed during the 2023/2024 construction season that is just wrapping up.

Tim Davis noted that at a recent selectboard meeting in Ferrisburgh a number of citizens showed up to express their concern about speeding and unsafe conditions on Route 7 in Ferrisburgh. Ferrisburgh will be bringing this issue to the TAC and to VTrans.

Economic Development: Joe Andriano noted that the Economic Development Committee met as the Brownfields Committee. It reviewed projects undertaken earlier this year, voted to support expending funds on two other new projects in Middlebury and then agreed to look for more information on a third project potentially proposed.

Housing: Tim Davis noted that the Housing Committee and Katie Raycroft Meyer will be presenting the findings of the Housing Survey at the November Full Commission meeting.

Basin Water Quality Council (“BWQC”): Arabella noted that the BWQC had met earlier in the day. It issued a new RFP for projects and approved a Dam removal project in West Rutland for \$304,000.

## **OLD BUSINESS**

Administrative Changes, Conflict of Interest/Bylaws: The Board then reviewed the Bylaws. Adam had included in the package a marked version of proposed changes to the Bylaws, necessary to support the new stand alone Conflict of Interest Policy. Namely, the Conflict Policy in the Bylaws should be removed and replaced with a statement noting that ACRPC shall adopt a stand alone Conflict Policy. The Board reviewed the proposed changes to the Bylaws and authorized Adam to bring them before the Full Commission to vote on the Bylaws at the November meeting.

Committee Assignments: Adam will follow-up on the Full Commission’s instructions to reach out to municipalities asking them to fill vacant positions, to individuals that have been appointed, but have not signed up for a committee and to Citizen interest groups to encourage their delegates to participate.

Other: Adam noted that the lease on 14 Seminary Street expires in June. We need to make a decision prior to February. The Board authorized Adam to look around at market rents and to negotiate refreshing the space with the existing landlord should we decide we want to stay.

## **NEW BUSINESS**

Legislative Items: Adam informed the E Board that there are a number of summer study committees currently working on various aspects of land use planning and that he expected that

the next legislative session will be a busy one for land use policy issues. He noted that the Natural Resources Board is currently studying and making recommendations regarding Act 250. He also noted that the legislature itself will have a lot of other debate regarding Act 250. Additionally, the Agency of Commerce is looking at overhauling its granting designations (Growth Centers, Village Centers, Neighborhood Planning Areas and Designated Downtowns). He noted that VAPDA had weighed in heavily in favor of revamping the designations to reflect the local planning and to encompass the entire settled area most would consider a “village”.

VAPDA itself has two studies it is working on. One involves creating similar terminology to govern regional plans. Currently a “growth center” in one plan, could be a village or a downtown or something else in another plan. The RPCs are working together to create common names for places with similar attributes. Additionally, some of the larger municipalities in Chittenden County pushed for a framework by which Act 250 could be delegated to municipalities. The legislature tasked VAPDA with trying to put together a framework under which that might occur.

Other: None.

#### **MEMBERS CONCERNS/INFORMATION**

None.

#### **ADJOURNMENT**

**Jamie Dayton moved to adjourn. Cheryl Brinkman seconded the motion. All approved and the meeting adjourned at 7:40 p.m.**

Respectfully submitted, Adam Lougee