

ADDISON COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE BOARD MEETING
March 27, 2024

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

Middlebury Ross Conrad

Orwell

Panton Jamie Dayton

Ripton Jeremy Grip

Vergennes

STAFF: Adam Lougee, Director

Ross opened the meeting at 6:40 p.m.

MINUTES

Arabella Holzapfel moved to approve the February 27, 2024 revised minutes. Jeremy Grip 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 February. Cash on hand and receivables remain strong. Adam noted that the statement of financial position showed a positive fund balance of about \$49,000 this year. It remains a positive number, but is down substantially from our previous month's report. Adam spoke with April and she expects it to increase substantially again when we issue quarterly invoices in April. **Jeremy Grip moved to accept the Treasurer's Report as presented. Jamie Dayton seconded the motion, which passed unanimously.**

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

Energy Committee: The Energy Committee reported it had a good presentation from the Vermont thermal networks and discussed the regional enhanced energy plan.

Transportation Advisory Committee: Adam gave the TAC report. He noted the TAC had spent the bulk of its meeting with a presentation from Taylor Sisson, a VTrans Project Manager, who presented on the Exchange Street Roundabout and the Route 125 Safety Study and other projects.

Economic Development: The Committee met as the Brownfields Committee on March 4th and reviewed the status of ongoing projects and discussed whether an area wide study was warranted.

Nominating Committee: Ross reported the committee is working together to put together a slate of officers.

OLD BUSINESS

Review of Budget vs. Actual Revenue and expenditures: Adam walked the Board through the budget April had created. He noted that it does not match the quickbooks files exactly because of some differences regarding when the system accrued revenue, but it was close and April continues to work on it. While our projections continue to be off significantly, largely because of unspent Clean Water Service Provider funding, most other line items remain in line with projections and revenue continues to outpace expenses.

Report on Small Grants to ACRPC Municipalities: Adam noted that as of the Executive Board meeting we had three grants in and awarded and a lot of interest from other communities. Everyone is asking for the maximum amount of \$10,000, so Adam expects the money will be committed quickly and that some towns will get shut out.

401K Update: Adam noted that One Day in July stopped working with small employers like ACRPC, so we are back to looking for other alternatives.

Other: Adam noted we had collected 24 Conflict of Interest Statements from Delegates. **Ross asked Adam to send out a specific email to all Commissioners that have not filed the Conflict of Interest statement and include a copy of the COI Statement. He also asked Adam to send a letter to all Citizen Interest Groups not participating.**

NEW BUSINESS

Support Cornwall Housing Water Wastewater Study: Adam noted that our budget contains \$27,000 for housing navigator activities. It must be spent by June 30th. We have allocated it toward our ADU program. Unfortunately, that program is not moving as fast as we would like. Therefore, Adam requested that he be allowed to reallocate \$5,000 of that funding to a joint study with the Town of Cornwall and Addison Housingworks to study rural housing needs and wastewater's impact on housing in rural areas. **The Executive Board approved relocating the funding so we do not lose it.**

RPC Peer Review Study: One of the results of RPCs being in the legislature this year is that certain legislators are looking for some oversight of the RPCs. VAPDA would like to proactively institute a study of how RPCs function in Vermont compared to national peers. Adam anticipates it will cost about \$10,000 per RPC. He requested permission to ask the Full Commission to adjust the budget to allow ACRPC to pay for that study out of surpluses generated this year if they still exist. The E Board agreed.

Legislative Discussion: Adam noted that H.687, which we had discussed at the Full Commission meeting had passed over into the Senate. It is in Senator Bray's committee with S.311, the housing bill we also discussed. Speculation has it that the Committee will try to merge the bills.

Annual Meeting Speaker/ Location. Adam will announce both at the Full Commission meeting in April. Adam also announced that the Secretary of State will be joining us at our June meeting to discuss the open meeting law.

Other: None.

MEMBERS CONCERNS/INFORMATION

Arabella announced that there will be a clean water service provider summit on Friday, April 5, 2024 that she will be attending.

Jeremy Grip noted that Ripton was looking for funding to rebuild its salt shed and relocate its recycling center. He also asked Adam to look into funding to move some blighted properties in the center of town. **Adam noted he would ask Andrew to look at river corridor funding for buyouts.**

ADJOURNMENT

Jeremy Grip moved to adjourn. Jamie Dayton seconded the motion. All approved and the meeting adjourned at 7:55 p.m.

Respectfully submitted,

Adam Lougee