

Meeting Minutes
Addison County Regional Planning Commission
Wednesday, April 10, 2024

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

ROLL CALL:

Addison:

Bridport: Andrew Manning

Ed Payne

Renee

Bristol: Peter Grant

Ron Dendas

Cornwall: Anna Burns

Stan Grzyb

Ferrisburgh: Tim Davis

Arabella Holzapfel

Goshen:

Leicester:

Lincoln:

Middlebury: Hugh McLaughlin

Ross Conrad

Monkton: Debra Sprague
Stephen Pilcher

New Haven: Harvey Smith

Orwell:

Panton: Jamie Dayton

Ripton: Jeremy Grip

Salisbury:

Shoreham:

Starksboro: Tom Perry
Richard Warren
Herb Olson

Vergennes: Shannon Haggett
Cheryl Brinkman

Waltham: Jeff Glassberg

Weybridge:

Whiting: Jennifer Erwin

CITIZEN INTEREST REPRESENTATIVES:

Otter Creek Audubon Society:

Ron Payne

Otter Creek Natural Resources:

Addison County Farm Bureau:

Addison County Economic Development Corp:

Addison County Chamber of Commerce:

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

ACRPC EXECUTIVE BOARD

Chair: Ross Conrad

Vice-Chair: Jamie Dayton

Secretary: Arabella Holzapfel

Treasurer: Cheryl Brinkman

At Large: Jeremy Grip

Tim Davis

Joseph Andriano

7:00 p.m. Business Agenda: Ross called the meeting to order at 7:03 p.m. He welcomed commission members and began the meeting. He introduced the

commission's guests from ANR. Madeline Russell thanked Ross, introduced her colleagues, Gianna Petito and Kevin Burke, and began her presentation on the new grant program that ANR was launching to support the engineering, design and permitting of 3-Acre Stormwater permits. Madeline explained ANR was offering grants of up to \$49,900 to applicants for stormwater design (\$30,000) and Permitting (\$19,900). She noted applicants must obtain their permit by August 2026. Eligible sites in Addison County are listed on ANR's website.

Madeline noted that ANR is currently not offering construction funding through ARPA. State revolving loan funds will be available for construction. Once the designs are completed and accepted, applicants will have up to 5 years to complete construction.

After a short question and answer session, Ross thanked our guests and commenced the business meeting.

7:40 p.m. Business Meeting:

- I. Approval of the March 10, 2024 meeting minutes:** Peter Grant moved approval of the minutes. Shannon Haggett seconded the motion. The minutes, as amended to include several members present, passed by a voice vote/show of hands. Gioia Kuss, Jeremy Grip, Anna Burns, Ross Conrad and Andrew Manning abstained from the vote.
- II. Executive Board Minutes:** The Executive Board's March meeting minutes were included in the package for the members' information. No members asked any questions regarding the Executive Board meeting. Ross continued the meeting.
- 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 revenue, while down from the previous month, remains healthy and should increase again once we bill the first quarter at the end of March. **Jeff Glassberg moved to accept the Treasurer's Report as presented. Steve Pilcher 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: The Energy Committee noted it had met. At the meeting it focused on planning an energy fair for next fall and worked on the enhanced energy section of the regional plan. It will meet again on Monday.

Local Government: No meeting.

Natural Resources: Arabella Holzapfel reported that the Natural Resources Committee met in April and continued its review of the Natural Resources Section of the Regional Plan for an update over the course of this year.

TAC: Hugh McLaughlin noted that the TAC had met and had received a presentation from Taylor Sisson, an engineer with VTrans, concerning the engineering and construction plans for several projects in the Middlebury area including the Route 125 safety Study and the Exchange Street Roundabout. Hugh noted that last year's flooding in much of the State had pushed back the delivery date for the Middlebury projects. The TAC also continued to discuss the goals and implementation steps for the Transportation portion of the plan.

Housing: Tim Davis noted the Housing Committee met. Shannon Haggett presented the "Homes for All" toolkit and the work recently done for the City of Vergennes. He also noted that an article on the survey ACRPC's Housing Committee had done will appear in the Addy Indy tomorrow. Lastly, Tim noted that Anna Burns from Cornwall will be building on the Committee's work with a planning study in Cornwall.

Economic Development Committee: No Meeting.

V. Joint Partner's Report/Delegate Staff Recognition:

Adam gave a brief report. He invited Herb Olson of Starksboro and Renee Brodeur of Bridport to introduce themselves. Renee encountered computer problems and did not speak. Herb made a brief statement introducing himself to the Commission. Ross, on behalf of the Commission, welcomed Herb and Renee as new Members.

VI. Old Business:

Maple Broadband Update: Ross Conrad gave a report. He noted Maple Broadband had completed hanging fiber in its phase I service area encompassing Cornwall, Shoreham and Orwell. They are now connecting customers in those areas. Maple Broadband has moved its crews up to its Phase II serving area in and around Vergennes and is well along stringing

fiber in the Phase II areas. It has turned on some service areas in Phase II and expects to turn on new areas about every two weeks. Phase III work has started work in Whiting, Orwell and Leicester. To date, Maple Broadband has provided broadband to over 200 subscribers. Additionally, WCVT, Maple Broadband's partner organization, has been aggressively building out portions of Addison County in its service territory.

Also, this Friday, April 12th, Maple Broadband will present a short documentary, "Connected" about Vermont's CUD at 6:30 at the Vergennes Opera House.

Presentation by the Nominating Committee for a slate of Officers to serve on the Executive Board to be voted on at the Annual Meeting: Ross reported on behalf of the Nominating Committee. He noted that had received one nomination to join the current officers on the Executive Board. Rather than put this forth as a slate, Ross gave the membership another two weeks to come forward if they wanted to serve on the Executive Board and asked commissioners to speak with a member of the Nominating Committee if they wanted to be considered. He opened the floor to nominations, but no one came forward. Ross announced the Nominating Committee would share its slate in the Notice of the full Commission meeting. He also noted that ACRPC would also open the floor for additional nominations at its Annual Meeting.

MTAP Program: Adam noted that this program is available from the Agency of Administration to 13 communities within Addison County. Its intent is to encourage planning for infrastructure development. To date Salisbury has received \$100,000 for work on its town hall. Other applicants include Bridport and Shoreham. Adam encouraged other towns to consider the grant applications and noted ACRPC would help with the application process. However, he also noted that he was much less optimistic about the program than he was in the previous month. Most of the funding in the program has been spent. All grant applications needed to be submitted by April 30th.

Report on Small Grants/training costs to ACRPC Municipalities: Last month, Adam noted that he had presented the Commission with a memorandum, approved by the Executive Committee outlining the provisions of a small grant program that ACRPC would supply to its members for planning projects. Adam reported that the grant program was very popular and sold out very quickly. He congratulated the 7 towns that had received \$10,000 grants, Cornwall, Ripton, Orwell, Panton, Vergennes, Monkton and Ferrisburgh. He

noted Middlebury is on the bubble and may also get a grant if he can move some money around. **He also noted he had retained some money in the program to pay for training for municipality's volunteer board members. All municipalities need to do is to submit an invoice for the training and ACRPC will reimburse them for it.**

Annual Meeting/ Speaker/ Bertha Hanson Award Nominee: Adam reminded the Commission that our annual meeting is May 8th this year. He stated that we would meet at the Middlebury Inn again for dinner. The meeting will begin at 5:00 p.m. All commissioners are encouraged to bring a guest. He will announce a speaker shortly. **He also encouraged anyone wanting to nominate a fellow commissioner for the Bertha Hanson Award to speak with a member of the Executive Committee prior to their April 24th meeting where they will choose an awardee.**

Hybrid Meeting Platform Google Meet/Zoom: Adam noted several commission members had complained about the Google Meet platform ACRPC uses for meetings. They have trouble connecting. Adam noted he likes the Google Meet platform, but noted that we had used ZOOM this evening. He asked the Commission which platform they preferred. **After some discussion, the Commission resolved to use Zoom for its meetings.** Adam will make it happen.

Other: Ross again requested that Commissioners complete the Conflict of Interest statements the Commission has requested of members. He read the names of all that had not submitted the statements yet and asked them to submit them to Adam soon.

VII. New Business:

Annual Mailing to Municipalities: Adam noted that ACRPC would send out its annual mailing to municipalities next week. The mailing asks for the names of each community's appointments to the Full Commission and TAC. Adam stated he hoped all delegates would ask their legislative body to appoint them again.

Preliminary Budget Discussion: Adam presented a very preliminary budget. He noted that a lot of it will depend upon the legislative session, but it constituted a good estimate. It is slightly less than last year, but should easily cover the Commission's expenses, which are much easier to predict. Adam will present a revised budget to the Executive Board in April and May and

bring a final FY2025 budget to the Full Commission for a vote at the June meeting.

Other: None.

VIII. Member's Concerns/Information: Jeff Glassberg noted he appreciated the informative programs offered at recent meetings.

IX. Adjournment: There being no further business, Peter Grant moved to adjourn. Steve Pilcher seconded the motion, which all supported. The Commission adjourned its meeting at 8:35 p.m.

Respectfully submitted,
Adam Lougee, Director