

# 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, February 8, 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  
Ed Payne

*Bristol:*

*Cornwall:*

*Ferrisburgh:* Arabella Holzapfel  
Tim Davis

*Goshen:*

*Leicester:*

*Lincoln:*

*Middlebury:* Hugh McLaughlin  
Ross Conrad

*Monkton:* Stephen Pilcher

*New Haven:* Harvey Smith  
Tim Bouton

*Orwell:*

*Panton:*

*Ripton:* Jeremy Grip

*Salisbury:*

*Shoreham:*

*Starksboro:* Richard Warren

*Vergennes:* Shannon Haggett  
Cheryl Brinkman

*Waltham:*

*Weybridge:* Gioia Kuss

*Whiting:*

### **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:* 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 7:03 and opened the business meeting.

- I. Approval of the January 11, 2023 minutes:** Shannon Haggett moved approval of the minutes. Arabella Holzapfel seconded the motion. The minutes passed by voice vote/show of hands. Ed Payne 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 December, 2022. Adam noted that cash flow remains strong, that cash on hand is strong and receivables are significantly more than we are used to seeing. Adam noted that receivables are inflated by prepayments we have received from several programs, but most substantially, the Clean Water Service Provider funding. ACRPC received 30% of the total grant as an advance. With the advanced payments, revenues are significantly ahead of expenses on a gross basis. Once prepaid items are removed revenues only exceed expenses by about \$5,000. Adam noted that as per his conversation with Jeff Glassberg at the previous commission meeting and with the Executive Board he had added two columns to the budget. The first shows adjustments to the budget since the Commission approved it in June. The second shows the direction of each change. Adam reviewed the changes with the Commission. He noted most were extremely positive. **Arabella moved to accept the Treasurer's Report as presented. Andrew Manning 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, and Natural Resources: No meeting.

Energy Committee: Jeremy Grip reported that the Energy Committee met on January 25th at 9:00 a.m. to review the Whiting enhanced energy plan. We will take that up under 'New Business'. Jeremy also reported that the Energy Committee had met last night. Most of the discussion had focused on the Municipal Energy Retrofit Program ("MERP"). Jeremy noted that each town will be eligible to receive \$4,000 under that program for energy educational efforts. Adam stated Maddi would help all towns with their applications, which should be available in March. Jeremy also noted the bigger portion of the MERP program covered up to \$500,000 per town of energy retrofits to town buildings. That program is still under construction, but we will provide updates as we receive them.

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TAC: Shannon Haggett delivered the TAC meeting report. He noted that the TAC had received a presentation on Amtrak ridership from VTrans (The new routes are doing well.) It discussed the TAC grants and discussed amending its bylaws.

Housing: Tim Davis reported that the Housing Committee met earlier this evening before the Full Commission meeting. It is creating a survey for towns to complete documenting the housing needs in each community.

Economic Development Committee: Adam noted it will discuss its meeting under “New Business”.

- 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. He also recognized a member of the public in attendance and asked her if she wanted to speak. Mary Cassini from the Shoreham Planning Commission introduced herself and noted she was just listening.

## **VI. Old Business:**

Maple Broadband, Addison County CUD Update: Adam gave a brief summary of Maple Broadband’s activities. He noted that Maple Broadband began construction of its network in September 2022 and hooked up its first customer in January. He noted that after a short soft launch it would open the network to all structures within its first Phase service area. Adam also noted it issued 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.

Clean Water Service Provider: Adam noted that ACRPC had issued a call for projects in late December. The deadline for applications was earlier in the day. Adam reported that ACRPC had received 9 applications totaling about \$365,000. Adam noted that ACRPC would review the applications, organize them for the Basin Water Quality Council (“BWQC”) and that the BWQC would decide which grants to approve at its February 25th meeting and then hand the successful applications back to ACRPC to get out contracts and get the project going.

Other: None.

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## VII. New Business:

Vote on the Regional Approval of the Whiting Enhanced Energy Plan: Jeremy Grip, Chair of the Energy Committee, noted that the Energy Committee had conducted a joint hearing with the Whiting Planning Commission on January 25th to review and take public comment on the Whiting Enhanced Energy Plan. He reported that they had enjoyed a good meeting with Whiting, had been impressed by the Whiting Enhanced Energy Plan and had voted unanimously to recommend approval of the Whiting Enhanced Energy Plan to the Full Commission and that **the Committee moved that the Full Commission approve the Whiting Enhanced Energy Plan. As a Committee motion, Steve noted it did not need a second and put the motion to the Full Commission. The motion passed unanimously.**

Vote on a resolution to adopt the Comprehensive Economic Development Strategy for West Central Vermont [CEDS Draft here](#): Adam re- introduced the CEDS to the Full Commission. He noted that he would like them to adopt it, but at the request of several members agreed to table the discussion until the following month so all could have a chance to review the document. Ross noted that the Economic Development Committee had reviewed the document, offered extensive comments and would be proposing its adoption.

Call for members interested in serving on the Nominating Committee: Adam noted that the Executive Board would be appointing a nominating committee at its next meeting and asked anyone who wanted to volunteer to serve on the committee to speak with a member of the Executive Board.

Other: None.

## VIII. Member's Concerns/Information: None.

**IX. Adjournment:** There being no further business, **Tim Bouton moved to adjourn, which all supported. The Commission adjourned its meeting at 8:02 p.m.**

Respectfully submitted,

Adam Lougee  
Director

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