

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, March 13, 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: Andrew Manning

Bristol: Richard Butz

Ron Dendas

Peter Grant

Cornwall: Anna Burns

Ferrisburgh: Tim Davis

Steve Huffaker

Arabella Holzapfel

Goshen:

Leicester:

Lincoln:

Middlebury: Hugh McLaughlin

Ross Conrad

Monkton: Stephen Pilcher

Debra Sprague

Orwell: Joseph Andriano

Panton: Jamie Dayton

Ripton: Jeremy Grip

Salisbury:

Shoreham: Nick Causton

Starksboro: Richard Warren

Vergennes: Shannon Haggett

Cheryl Brinkman

Waltham:

Weybridge: Gioia Kuss

Whiting: Jennifer Erwin

New Haven:

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

Addison Bridport Bristol Cornwall Ferrisburgh Goshen Leicester
Lincoln Middlebury Monkton New Haven Orwell Panton Ripton
Salisbury Shoreham Starksboro Vergennes Waltham Weybridge Whiting



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7:00 p.m. Business Agenda: Ross called the meeting to order at 7:00 p.m. He welcomed commission members and began the meeting. He asked the Commission to revise the agenda slightly to delay the presentation until after the approval of the minutes so all would have time to join.

- I. Approval of the February 14, 2024 meeting minutes:** Shannon Haggett moved approval of the minutes. Richard Butz seconded the motion and asked to be included in the last meeting minutes. Debra Sprague noted her name was mis-spelled. The minutes, as amended, 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 February 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. Presentation Comparing H.687 and S.311 both bills impacting Act 250 and Housing.** Adam gave the presentation summarizing both bills for H. 687, which he reviewed first. Adam used a summary provided by the legislative counsel of a slightly previous version of H.687 (version 3.1), but noted differences where the bill had been changed. Adam noted that H.687 focused more on environmental protection and that S.311 focused on housing. He noted both incorporated the mapping of Future Land Use Areas by RPC as it had been proposed to the legislature in the RPC report to the legislature.
- IV. 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 looks healthy. **Nick Causton moved to accept the Treasurer's Report as presented. Jamie Dayton seconded the motion. The Commission voted to accept the Treasurer's Report unanimously by voice vote/show of hands.**
- V. Committee Reports:**
 - Act 250/Section 248: No meeting.
 - Energy Committee: The Energy Committee noted it had received a presentation from the Vermont Thermal Network on using Geo-thermal heating for clusters of buildings.
 - Local Government: No meeting.

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Natural Resources. Arabella Holzapfel reported that the Natural Resources Committee met in March 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 discussed the goals and implementation steps for the Transportation portion of the plan.

Housing: The Housing Committee met and discussed the RAISE grants for housing that Ferrisburgh, Vergennes and Middlebury are starting. It also discussed ACRPC conducting a training on the changes to zoning required by the HOME Act and the Homes for All toolkit.

Economic Development Committee: Joe Andriano noted the Economic Development Committee met as the Brownfields sub-committee. It received updates on the Brownfield sites ACRPC and Stantec, its consultant, are working on and sites to be reviewed for area wide planning.

VI. **Joint Partner's Report/Delegate Staff Recognition:**

Adam gave a brief report. He invited Anna Burns of Cornwall and Ron Dendas of Bristol to introduce themselves. Both Anna and Ron made brief statements introducing themselves to the Commission. Ross, on behalf of the Commission, welcomed them as delegates.

VII. **Old Business:**

Maple Broadband Update: Steve Huffaker, Chair of Maple Broadband 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 hopes to turn on some service areas in Phase II as soon as next week. Phase III 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.

RAISE Grants: Adam noted that three communities within Addison County, Middlebury, Vergennes and Ferrisburgh had received \$100,000 each to conduct planning studies designed to accelerate the construction of more dense and more affordable housing in portions of those communities near

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transit. ACRPC will receive \$60,000 over the course of three years to help administer those projects.

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.

Other: None.

VII. New Business:

Proposal for Small Grants/training costs to ACRPC Municipalities: Adam 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. The Memorandum is attached [here](#). **Hugh McLaughlin moved to approve the grant program. Cheryl Brinkman seconded the motion, which all supported.**

Vote on Slate of members for the Nominating Committee: Ross reminded the Commission that the Executive Board chose a Nominating Committee at its February meeting. (The Nominating Committee nominates a slate of members to serve as the Executive Board. That slate and any additional nominations from the floor are voted on at the Commission's Annual Meeting in May). Currently Ross has agreed to serve as one member and the Executive Committee requests that two other commissioners step forward tonight. Richard Warren and Hugh McLaughlin volunteered to serve as additional members of the Nominating Committee. **Shannon Haggett moved that Ross Conrad, Hugh McLaughlin and Richard Warren be elected to serve as the Nominating Committee. Tim Davis seconded the motion. All voted in favor of the Nominating Committee. 28th.**

Annual Meeting/ Speaker/ Bertha Hanson Award Nominee: Adam reminded the Commission that our annual meeting is May 8th this year. He will announce a speaker and location at the April meeting. **He also encouraged anyone wanting to nominate a fellow Commissioner for the Bertha Hanson Award to speak with a member of the Executive Committee priori to their April 24th meeting where they will choose an awardee.**

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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 asked the rest of the Commission how they felt. After some discussion, the Commission resolved to try Zoom for its next meeting. Adam will make it happen, see how it goes and then make a decision whether to switch platforms with the commission.

Other: None.

VIII. Member's Concerns/Information: Richard Warren stated that the minutes from the previous meeting mis-quoted him and asked that his comments under "Member's Concerns" be removed from the previous minutes. After some discussion, **Joe Andriano moved that the Commission reconsider the minutes from the February meeting and amend them to strike the remarks attributed to Richard Warren under "Member Concerns". Hugh McLaughlin seconded the motion, which passed by a voice vote with Gioia Kuss, Jeremy Grip, Andrew Manning, Ross Conrad and Anna Burns abstaining from the vote.**

IX. Adjournment: There being no further business, **Tim Davis moved to adjourn. Nick Causton seconded the motion, which all supported. The Commission adjourned its meeting at 8:43 p.m.**

Respectfully submitted,
Adam Lougee, Director

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