

ADDISON COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE BOARD MEETING
November 29, 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 Jeremy Grip
Vergennes

STAFF: Adam Lougee, Director

Ross opened the meeting at 6:32 p.m.

MINUTES

Arabella Holzapfel moved to adopt the October 25, 2023 minutes. Joseph Andriano seconded the motion. The motion to approve the minutes passed by voice vote/show of hands with Jeremy Grip abstaining.

TREASURER'S REPORT

Adam delivered a draft Statement of Financial Position and a draft Statement of Financial Activities through the month of October. Cash on hand and receivables remain strong. Adam noted that the statement of financial position showed a positive fund balance of about \$111,000 this year. Adam noted he continues to be suspicious of how large that number is and will continue to investigate it. It does not match our historical experience. For now, it is a very positive number. **Jeremy Grip 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: Jeremy and Ross reported for the Energy Committee. They noted that they are planning an energy fair for the fall. Also, they will sponsor a meetup of all town energy committees in January. Lastly, they are starting to work on the rewrite of the energy plan.

Transportation Advisory Committee: Adam gave the TAC report. He noted the TAC had received a presentation from VTrans on its recently developed Traffic Safety Toolbox. Mike also gave updates on the land use visioning workshops taking place in December for the PELS

project and 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 Ferrisburgh is looking for speed restriction signs for use in the Hollow and asked if any grant money was available for them.

OLD BUSINESS

Committee Assignments: Adam noted he had one new request for a committee assignment. Bob Schatz of Addison has requested to be on the Economic Development Committee. **Joseph Andriano moved to appoint Bob Schatz to the Economic Development Committee. Jeremy Grip seconded the motion. The motion passed unanimously.**

Audit Update: Adam noted that April has been working diligently with our auditor, Steven Veroff. We are a little behind, but I still hope to have a draft to present at the full commission meeting in December.

Other: None.

NEW BUSINESS

Recommended Dues for FY2025: Adam presented the Executive Board with a package to help them make a decision. Adam also noted that we had erred and charged the towns an extra 3 cents per capital over what the board had approved last year. It amounts to about \$1,000 and the most any one town paid extra is about \$230. After some discussion regarding how to proceed, Joseph Andriano moved that we should first decide on what this year's dues should be then credit the town for the overage we charged last year and explain our mistake to all. Arabella seconded the motion, which passed unanimously.

After further discussion, Jeremy Grip moved that we raise the rate by 3 cents per capita this year to \$1.38/per capita. Jamie Dayton Seconded the motion, which passed unanimously.

Other: The Executive Board will not meet in December between Christmas and New Years unless necessary.

MEMBERS CONCERNS/INFORMATION

None.

ADJOURNMENT

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

Respectfully submitted, Adam Lougee