

ADDISON COUNTY REGIONAL PLANNING COMMISSION ROLL CALL

ADDISON	D	Bob Schatz	___	PANTON	D	James Dayton	___	
	D		___		A		___	
	A	Chris Stackhouse	___		RIPTON	D	Jeremy Grip	___
	A		___			A	Jonathan Heppell	___
BRIDPORT	D	Edward Payne	___	SALISBURY	D	Tom Scanlon	___	
	D	Andrew Manning	___		D	Barrie Bailey	___	
	A	Steve DeCarlo	___		A		___	
	A		___		A		___	
BRISTOL	D	Peter Grant	___	SHOREHAM	D	Nick Causton	___	
	D	Richard Butz	___		D		___	
	D	Ron Dendas	___		A		___	
	A	William Sayre	___		A		___	
	A		___	STARKSBORO	D	Richard Warren	___	
	A		___		D	Tom Perry	___	
CORNWALL	D	Stan Grzyb	___	A		___		
	D	Anna Burns	___	A		___		
	A		___	VERGENNES	D	Shannon Haggett	___	
	A		___		D	Cheryl Brinkman	___	
D	Tim Davis	___	A		Don Ferris	___		
D	Arabella Holzapfel	___	A			___		
GOSHEN	D	Jim Pulver	___	WALTHAM	D	Jeff Glassberg	___	
	A	Chad Chamberlain	___		A		___	
LEICESTER	D	Diane Benware	___	WEYBRIDGE	D	Gioia Kuss	___	
	D	Tom Barker	___		A		___	
	A		___	WHITING	D	Jennifer Erwin	___	
	A		___		A	Gary Freeguard	___	
LINCOLN	D	Steve Revell	___	CITIZEN INTEREST REPRESENTATIVES				
	D	Barbara Murphy-Warrington	___	ADDISON COUNTY	D	Phil Summers	___	
	A		___	CHAMBER OF	A		___	
	A		___	COMMERCE			___	
MIDDLEBURY	D	Ross Conrad	___	HOPE	D		___	
	D	Hugh McLaughlin	___		A		___	
	D		___	OTTER CREEK AUDUBON SOCIETY	D	Ronald Payne	___	
	A		___		A	Marcia Parker	___	
	A		___		ADDISON COUNTY	D	Charles Roy	___
MONKTON	D	Stephen Pilcher	___	FARM BUREAU	A	Kent Wright	___	
	D	Debra Sprague	___	OC NATR. RESOURCE CONSERVATION DIST	D	Jonathan Chamberlain	___	
	A		___		A	Paul Wagner	___	
	A		___	ORWELL	ADDISON COUNTY	D		___
NEW HAVEN	D	Harvey Smith			ECONOMIC	A		___
D	Jim Walsh	___			DEVELOPMENT CORP			___
A		___						___
ORWELL	D	Joseph Andriano	___					___
	D	Sharon Macedo	___					___
	A		___					___
	A		___					___

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
OFFICE MANAGER/BOOKKEEPER: April Clodgo
EMERGENCY MANAGEMENT PLANNER: Andrew L'Roe
SENIOR/TRANSPORTATION PLANNER: Michael Winslow
COMMUNITY PLANNER: Katie Raycroft-Meyer
GIS DATA MANAGER: Hannah Andrew
WATER QUALITY PLANNER/ ECO AmeriCorps: Carissa Finnerty
ENERGY PLANNER: Maddison Shropshire
PLANNER: Deron Rixon

OFFICE PHONE: 802-388-3141

ADDISON COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE BOARD MEETING
May 22, 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 Joe Andriano

Panton

Ripton Jeremy Grip

Vergennes Cheryl Brinkman

STAFF: Adam Lougee, Director

Ross opened the meeting at 6:30 p.m. and welcomed the Executive Board.

MINUTES

Arabella Holzapfel moved to approve the April 24, 2024 minutes. Cheryl Brinkman seconded the motion. The motion to approve the minutes passed unanimously 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 April. Cash on hand and receivables remain strong. Adam noted that the statement of financial position showed a positive fund balance of about \$147,000 this year. It rebounded substantially from March’s report as we expected it would when we issue quarterly invoices in April. It will easily cover the small grant program. **Cheryl Brinkman 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: The Energy Committee reported it had a good presentation Monday from representatives of VELCO on its long range Transmission Plan. They also discussed the regional enhanced energy plan, the MERP program and the energy fair proposed this fall.

Natural Resources Committee: Arabella reported that the Natural Resources Committee continues to work on its re-write of the regional plan. It spent this meeting refining objectives for the region’s surface waters.

Transportation Advisory Committee: Adam gave the TAC report. He noted the TAC had spent the bulk of its meeting working on the Transportation Section of the Regional Plan.

Report on Small Grants to ACRPC Municipalities: Adam noted that most towns had started this work. Adam noted that he had retained \$5,000 to fund municipal volunteers interested in attending trainings. **Adam will reach out to Joe in Orwell about their award.**

401K Update: Adam noted that he and April will be following up with Marble Trail a week from Monday. We continue to look for a local provider.

FY 2025 WorkPlan and Budget: Adam reviewed the budget with the Executive Board. It continues to evolve as the state budget passes and Agencies know their funding levels. One item the Board discussed was whether as the employer, the full commission should cover all of the new Childcare tax. Adam noted it amounted to a little over \$500 for the year. **Cheryl Brinkman moved to propose a budget where the commission covered all of the tax. Jeremy Grip seconded the motion, which passed unanimously.** After some additional discussion, **Arabella Holzapfel moved to bring the Budget to the Full Commission for its approval at its next meeting. Cheryl Brinkman seconded the motion, which passed unanimously**

Other: None.

NEW BUSINESS

Renew Lease: Adam noted we had a 5 year option to renew our lease for 14 Seminary. He Stated he had spoken with the Landlord, who had agreed to help with a couple of projects, including repainting the interior. He asked to exercise the option on the Commission's behalf. The Executive Board unanimously supported renewing the lease for another 5 years.

Review of the Executive Director: Ross noted this was something he wanted to complete before his term ended at the end of June and asked the Executive Board to prepare their remarks ahead of the June meeting so they can conduct the review at that meeting. **Adam will send out last year's review.**

Other: None.

MEMBERS CONCERNS/INFORMATION

ADJOURNMENT

Arabella Holzapfel moved to adjourn. Cheryl Brinkman seconded the motion. All approved and the meeting adjourned at 7:37 p.m.

Respectfully submitted,

Adam Lougee

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, May 8, 2024

ACRPC held its Annual Meeting at the Middlebury Inn with the Chair Ross Conrad of Monkton, presiding.

ROLL CALL:

<i>Addison:</i>		<i>Orwell:</i>	
<i>Bridport:</i>	Edward Payne	<i>Panton:</i>	Jamie Dayton
<i>Bristol:</i>	Peter Grant Ron Dendas	<i>Ripton:</i>	Jeremy Grip
<i>Cornwall:</i>	Anna Burns	<i>Salisbury:</i>	
<i>Ferrisburgh:</i>	Arabella Holzapfel Tim Davis	<i>Shoreham:</i>	Nick Causton
<i>Goshen:</i>		<i>Starksboro:</i>	Richard Warren Tom Perry Herb Olson
<i>Leicester:</i>		<i>Vergennes:</i>	Shannon Haggett Cheryl Brinkman
<i>Lincoln:</i>	Steve Revell	<i>Waltham:</i>	
<i>Middlebury:</i>	Hugh McLaughlin Ross Conrad	<i>Weybridge:</i>	
<i>Monkton:</i>	Debra Sprague	<i>Whiting:</i>	Jennifer Erwin
<i>New Haven:</i>	Harvey Smith Jim Walsh		

CITIZEN INTEREST REPRESENTATIVES:

<i>Otter Creek Audubon Society:</i>	Ron Payne
<i>Otter Creek Natural Resources:</i>	
<i>Addison County Farm Bureau:</i>	
<i>Addison County Economic Development Corp:</i>	
<i>Addison County Chamber of Commerce:</i>	

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: Carissa Finnerty

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



Addison County
Regional Planning Commission

Addison County Regional Planning Commission

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5:00 p.m. Social Hour: The Commission took the time to informally chat with colleagues and staff.

6:00 p.m. Speaker: Ross welcomed Dr. Kelly Hamshaw as ACRPC's speaker for its Annual Meeting. Dr. Hamshaw teaches and conducts research at the University of Vermont, College of Agriculture and Life Sciences in the Department of Community Development and Applied Economics. Her teaching focuses on how communities can become more sustainable and resilient, especially in the face of difficult challenges and complex issues, to improve quality of life for all. Dr. Hamshaw focused her talk on the need for rural affordable housing, how climate change has been impacting the region's mobile home parks, the significant impact it has caused and how the State of Vermont, park operators and park residents have been reacting to try to preserve their homes while making them more resilient.

6:45 p.m. Dinner: The Commission enjoyed a tasty dinner provided by the Middlebury Inn.

7:50 p.m. Annual Business Meeting: Ross Conrad welcomed the Commission at 7:50 and opened the abbreviated business meeting.

Report of the Nominating Committee: Ross reviewed the structure of the Executive Board and gave the Report of the Nominating Committee on their recommended slate of officers:

Joseph Andriano, Chair
Arabella Holzapfel, Vice Chair
Cheryl Brinkman, Treasurer
Shannon Haggett, Secretary
Jeremy Grip, At large
Jamie Dayton, At large
Tim Davis, At large

Ross then opened the floor to additional nominations for the Executive Board.

Hearing none, Hugh McLaughlin moved that the Commission elect the slate of officers as recommended by the Nominating Committee. Steve Revell seconded the motion. The slate passed unanimously on a voice vote.

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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Bertha Hanson Award: Arabella Holzapfel, ACRPC's current Secretary, presented the Bertha Hanson Distinguished Service Award to Ross Conrad, one of ACRPC's long standing Delegates from the Town of Middlebury and its outgoing Chair. Arabella thanked Ross on behalf of the Commission and the citizens of Addison County for his work at ACRPC and the Town of Middlebury.

Ross graciously accepted the award, thanking his colleagues that work with him.

Member's Concerns/Chair Comments: The Executive Director, Adam Lougee thanked the Commission members for their service and the staff for their support over the past year and looked forward to an interesting and productive future.

Adjournment: There being no further business, **Peter Grant moved to adjourn, Steve Revell Seconded the motion, which all supported. The Commission adjourned its meeting at 8:00 p.m.**

Respectfully submitted,
Adam Lougee, Director

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



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

ADDISON COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE BOARD MEETING
April 24, 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
Tim Davis
Middlebury Ross Conrad
Orwell Joe Andriano
Panton Jamie Dayton
Ripton Jeremy Grip
Vergennes Cheryl Brinkman

STAFF: Adam Lougee, Director

Ross opened the meeting at 6:33 p.m.

MINUTES

Cheryl Brinkman moved to approve the March 24, 2024 minutes. Arabella Holzapfel 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 March. Cash on hand and receivables remain strong. Adam noted that the statement of financial position showed a positive fund balance of about \$182,000 this year. It rebounded substantially from our previous month’s report as we expected it would when we issue quarterly invoices in April. It will easily cover the small grant program. **Cheryl Brinkman 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 Monday from Laura Bailey of the Council on Rural Development about the possibility of creating a shared Energy Coordinator for towns interested in participating. They also discussed the regional enhanced energy plan and the energy fair proposed this fall.

Transportation Advisory Committee: Adam gave the TAC report. He noted the TAC had spent the bulk of its meeting working on the Transportation Section of the Regional Plan. They also held their election of officers. Brent Rakowski and Andrea Treadway were reelected as Chair and Vice Chair respectively.

Basin Water Quality Council (“BWQC”): Arabella reported that the BWQC met earlier today. It received a presentation from ANR on the evolving methods it uses to calculate Phosphorus reduction. The BWQC also revised its approval of a project in Rutland to provide it with additional funding. While the numbers changed, the Rutland project is still a good project with good returns.

Nominating Committee: Ross reported the committee put together a slate of officers. It consists of the current Executive Board, minus Ross and including Shannon Haggett. The Committee will propose the following slate of officers to the Full Commission at the Annual Meeting:

Joseph Andriano, Chair
Arabella Holzapfel, Vice Chair;
Cheryl Brinkman, Treasurer;
Shannon Haggett, Secretary
Jeremy Grip, at large
Tim Davis, at large
Jamie Dayton, at large

OLD BUSINESS

Report on Small Grants to ACRPC Municipalities: Adam noted that the program was very popular and sold out very quickly. Interestingly, four of the grants were used for some type of surveying work (Vergennes, Panton, Monkton and Cornwall) other uses include zoning, capital budgeting and engineering for a water system. Adam noted that he had retained \$5,000 to fund municipal volunteers interested in attending trainings.

401K Update: Adam noted that April will be meeting with Marble Trail this coming Friday. We continue to look for a local provider.

Legislative Discussion: Joe noted that the session is scheduled to end May 10th. He noted that the chambers have numerous disagreements over a number of bills and there will be a lot of movement in the last week. He expects lots of conference committees and is not confident they can adjourn by the 10th.

Other: Ross asked about the letter we had sent to Citizen Interest groups. Adam noted that he had sent a letter informing them of the participation requirements in our bylaws. Adam sent it as part of the annual renewal package.

NEW BUSINESS

Annual Meeting Speaker/ Location. Adam noted the meeting will be at Middlebury Inn. Our

speaker will be Dr. Kelly Hamshaw of Bristol. She will discuss affordable housing and flood resiliency. A lot of her work is centered on mobile home parks, many of which happen to be in the Addison Region. Adam also announced that the Secretary of State will be joining us at our June meeting to discuss the open meeting law.

Bertha Hanson Award: Adam noted he had received one nomination. **After careful consideration the Board chose the recipient of the Bertha Hanson Award for 2024 and will make the announcement at the Full Commission Annual Meeting.**

Other: None.

MEMBERS CONCERNS/INFORMATION

ADJOURNMENT

Jeremy Grip moved to adjourn. Tim Davis seconded the motion. All approved and the meeting adjourned at 7:08 p.m.

Respectfully submitted,

Adam Lougee

Addison County Regional Planning Commission

Statement of Financial Activities

July 2023 through April 2024

Jul '23 - Apr 24

Ordinary Income/Expense

Income

30001 · Revenue	827,260.43
30002 · Interest Income	18,263.79
47200 · Program Income	<u>39,234.15</u>

Total Income	<u>884,758.37</u>
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Gross Profit	<u>884,758.37</u>
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Expense

30050 · ACRPC - Small Grants	10,000.00
30100 · Misc. Reimbursable Expenses	21,179.15
40000 · Wage Expense	426,330.96
40001 · Vacation Wage Adjustment	19,397.69
40090 · Americorp Host	9,250.00
40100 · Accounting	10,990.07
40109 · Advertising	58.50
40120 · Auto Expense	140.70
40130 · Copy Machine	4,048.66
40140 · DUES	7,245.00
40180 · Staff Insurances	85,597.36
40240 · Business Insurance	3,719.72
40250 · Janitorial	900.00
40290 · Misc. Expense	3,674.55
40350 · Postage	7.10
40380 · Rent Expense	38,450.00
40390 · Rubbish Removal	136.70
40430 · Retirement	29,588.02
40450 · Office Supplies Expense	2,063.43
40460 · Payroll Taxes - Expense	32,375.41
40500 · Telephone/Internet	8,078.44
40510 · Training/Travel/Conference	1,428.25
60030 · Software Subscriptions	21,025.48
60040 · Website Maintenance	<u>1,251.87</u>

Total Expense	<u>736,937.06</u>
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Net Ordinary Income	<u>147,821.31</u>
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Net Income	<u><u>147,821.31</u></u>
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Addison County Regional Planning Commission

Statement of Financial Position

As of April 30, 2024

Apr 30, 24

ASSETS**Current Assets****Checking/Savings**

10300 · NOW Checking - NBM - 2810	139,447.43
10325 · Payroll Checking - NBM-2771	108,812.11
10350 · MMK - NBM - 4703	1.00
10352 · SWEEP Acct (Intrfi Acct 5586)	377,099.96
10400 · Vanguard - MMA	120,319.26
10455 · T. Bills (TreasuryDirect.gov)	68,087.80

Total Checking/Savings	813,767.56
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Accounts Receivable	315,956.29
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Other Current Assets

12003 · Prepaid Business Insurance	2,098.26
12120 · Other Prepaid Expenses	568.00

Total Other Current Assets	2,666.26
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Total Current Assets	1,132,390.11
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Fixed Assets	17,079.01
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TOTAL ASSETS	<u>1,149,469.12</u>
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LIABILITIES & EQUITY**Liabilities****Current Liabilities**

Accounts Payable	30,846.20
Credit Cards	434.88

Other Current Liabilities

22000 · Accrued Vacation Wages Payable	74,741.52
22010 · Accrued Wages Payable	9,487.29
23001 · FSA - M. Winslow	-271.00
25050 · Unearned Revenue	
25052 · Accs Dwelling Units	30,865.38
25053 · SFY23 CWSP Proj Grants (WID-04)	366,763.70
25054 · Act 172-Muni Bdlg Wealth.	120,000.00
25055 · Municipal Dues	7,846.83
25056 · DHCD	18,959.00

Total 25050 · Unearned Revenue	544,434.91
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Total Other Current Liabilities	628,392.72
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Total Current Liabilities	659,673.80
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Total Liabilities	659,673.80
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Equity

28000 · Unrestricted Net Assets	35,053.76
28010 · Unrestricted Fund Balance	301,321.37
28020 · Fund Balance Equipment	5,598.88
Net Income	147,821.31

Total Equity	489,795.32
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TOTAL LIABILITIES & EQUITY	<u>1,149,469.12</u>
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**ADDISON COUNTY REGIONAL PLANNING COMMISSION
ANNUAL WORK PLAN FY 2024 - 2025**



**ADDISON COUNTY REGIONAL PLANNING COMMISSION
FY2025 (July 1, 2024 – June 30, 2025)
ANNUAL WORK PLAN**

ADDISON COUNTY REGIONAL PLANNING COMMISSION
ANNUAL WORK PLAN FY 2024 - 2025

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (“DHCD”)
MUNICIPAL DUES Core Funding

I. REGIONAL PLANNING

Work to satisfy the statutory responsibilities of RPCs as specified in 24 V.S.A. §4345 and §4345a and to implement the goals of 24 V.S.A. §4302. Specific tasks include:

A. Regional Plan. The Regional Plan shall be revised to be up to date and in compliance with State statute. ACRPC shall continue its work to revise the following elements of its regional plan with the goal of having a plan completed and adopted prior to July, 2026:

- A. Economy
- B. Forest Blocks
- C. Childcare
- D. Future Land Use**
- E. Implementation
- F. Introduction
- G. Transportation
- H. Energy

Additionally, ACRPC agrees to continue to rewrite the plan to improve its usability and user-friendliness.

- B. Implementation.** ACRPC will utilize the VAPDA implementation template in its update process and report on items it implements over the course of the year in the individual annual report to DHCD.
- C. Act 250/Section 248.** Review Act 250 major applications and Section 248 applications with hearings (or potential applications) in relation to the regional plan. Report on the number of applications commented on, providing more detail about those involving substantive comment, reporting in the mid-term and final reports.
- D. Energy Planning.** Promote the implementation of energy efficiency measures in the Region.

II. MUNICIPAL PLANNING AND TECHNICAL ASSISTANCE

Work to satisfy the local technical assistance statutory responsibilities of RPCs as specified in 24 V.S.A. §4345 and §4345a and to implement the goals of 24 V.S.A. §4302, emphasizing assistance to towns in town plan and bylaw adoption. Specific tasks include:

- A. Municipal Plan Approval.** Review municipal plans as requested by municipalities and document results using the standard procedures, checklists and forms for approval of municipal plans.
- B. Municipal Consultations.** Conduct municipal consultations with municipalities with plans expiring within 12-24 months and document results using the standard procedures, checklists and forms for regional consultations.
- C. State Designations.** Help interested municipalities obtain or renew state designations, including updating plans to meet statutory requirements.

ADDISON COUNTY REGIONAL PLANNING COMMISSION ANNUAL WORK PLAN FY 2024 - 2025

- D. **ERAF.** Provide assistance to interested municipalities to complete steps necessary to meet ERAF requirements including:
 - 1. Help towns improve eligibility for ERAF match;
 - 2. Assist with updating municipal flood resiliency elements;
- E. **Municipal Implementation Plans.** Help interested towns create Implementation plans using the Regional Plan Implementation template.

III. MUNICIPAL TRAINING AND EDUCATION

Provide education and training opportunities for municipal officials, commission members, and staff through the following tasks:

- A. **Deliver Training.** Deliver at least two trainings using previously developed statewide training modules including:
 - The Essentials of Land Use Planning and Regulation**
 - Planning for Economic Development**
 - Village Center/Village Neighborhood**
 - Housing essentials of land use planning and regulation**
 - Resiliency of water quality**
 - Zoning for Great Neighborhoods**
 - ADUs**
 - Housing Changes for the HOME ACT**
 - Other statewide training**
- B. **Commission Programs.** Provide informative programs at full Commission meetings.
- C. **Website.** Support and improve access to information by working to incorporate the regional and town planning data and information on the RPC website.
- D. **Media Coverage.** Create media coverage of the Commission's informational programs and other Commission activities that are of general interest to the Region.
- E. **Newsletter.** Continue to provide a newsletter to an updated mailing list for public outreach.

IV. REGIONAL AND STATE ISSUES.

- A. **VAPDA.** Continue to work with other regional planning commissions and DHCD to help promote planning throughout the State of Vermont.

V. REGIONAL PLANNING CORE FUNCTIONS

Work to satisfy the statutory responsibilities of RPCs as specified in 24 V.S.A. §4345 and §4345a and to implement the goals of 24 V.S.A. §4302 and report on priorities implemented in a comprehensive annual report. Specific tasks include:

- A. **Commission Meetings.** Facilitate Commission, Executive Board and Committee meetings.
- B. **Regional Information Center.** Serve as a Regional Information Center by:

ADDISON COUNTY REGIONAL PLANNING COMMISSION

ANNUAL WORK PLAN FY 2024 - 2025

- Maintaining and updating planning and permitting databases. Providing data through our website
 - Provide research and data services.
 - Serve as an associate of Vermont Center Geographic Information (VCGI)
 - Continuing as an affiliate of the State Data Center for receipt of US Census and state agency population, housing, economic, and other similar data.
- C. Facilitate Common Agendas.** Encourage and support multi-town cooperation on common issues.
- D. GIS.** Make GIS services, data resources, and maps available to municipalities and members of the community.
- E. Statistics and Assistance.** Provide statistical resources, research, and analysis to municipalities and members of the community. Provide on-call technical assistance to municipalities including the latest information on planning, zoning grants, emergency management, and legislative changes.
- F. Planning and Zoning -** Work with municipalities to update town plans, zoning bylaws, subdivision regulations, floodplain regulations, and emergency management preparedness.
- G. Municipal Planning Grants** - Provide technical assistance to towns in drafting plans, zoning bylaws, subdivision regulations and help to promote other planning projects.
- H. Capital Plans and Budgets** - Encourage, support, and provide training for preparation and adoption of capital plans and budgets by municipalities.
- I. Development Review Boards** - Provide assistance to those municipalities interested in the formation of Development Review Boards.
- J. Grants** - Make grant information and applications available, write support letters where appropriate, and assist in the preparation of grant applications as time allows.
- K. Operating Policies** - Help municipalities to adopt procedural and ethics bylaws and continue to improve procedural practices.
- L. E-911** - Provide assistance, as appropriate, for E911 service.
- M. Broadband Planning and support**. Continue to work with and support Maple Broadband's (Addison County CUD) efforts to provide high speed, reliable broadband service to underserved portions of the Region.
- N. EDA CEDS**. Continue to work with adjacent RPCs to create a CEDS and potentially an Economic Development District for the Region.
- O. St. Stephen's Accessory Dwelling Unit Program**: Administer a grant from St. Stephen's Church to help create ADUs for affordable housing in the Addison Region.
- P. ARPA Technical Assistance to Municipalities**: Additional support to Towns to help them capture a portion of State ARPA funding.
- Q. Housing Navigator**: Continue a contract position to provide construction estimates for individuals desiring to create ADUs in the Addison Region.
- R. Shared Services**: ACRPC will work to help facilitate shared services among its member municipalities.
- S. MTAP**: Work with the Town of Salisbury to help administer their Municipal Technical Assistance Funding MTAP funding.
- T. Act 172, Municipal Energy Retrofit Program (MERP)**: Work with BGS and municipalities to provide energy retrofits to municipal buildings in the Region.

ADDISON COUNTY REGIONAL PLANNING COMMISSION ANNUAL WORK PLAN FY 2024 - 2025

VI. **Transportation Planning.**

Work cooperatively with the Agency of Transportation (“VTrans”) to implement ACRPC’s TPI contract to facilitate the integration of land use and transportation planning at the local and regional levels. A brief description of elements within ACRPC’s TPI contract are listed below. For more detail please refer specifically to ACRPC’s TPI contract with VTrans.

- a. **Administration.** Work necessary to facilitate the proper function of the transportation element of the office and transfer of funds.
 - b. **Public Participation and Coordination.** Outreach work to the general public, local officials, and the Transportation Advisory Committee.
 - c. **Planning.** These tasks include transportation planning and analysis for projects with time horizons of less than ten years.
 - d. **Data Collection.** This tasks involves collecting information on transportation usage in the Region.
 - e. **Project Development Planning.** Activities for this task support specific community or project level tasks by providing detailed planning and analysis and cost and impact studies necessary to implement the highest priority projects.
 - f. **Bike Ped Project Management.** Manage at least one additional municipal bike/ped grant project.
 - g. **PELS Study Vergennes and surrounding communities.** Continue to coordinate with VTrans leading the effort on his planning study for an alternative route to improve downtown Vergennes and serve surrounding businesses and properties.
 - h. **Middlebury Exchange Street Sidewalk:** Serve as the Project Manager to develop this section of sidewalk in Middlebury.
 - i. **MRGP Grants in Aid.** Work with self-selecting municipalities to improve roads for water quality in accordance with the Municipal Road General Permit.
 - j. **Weybridge Slope Failure/ Bridport Culvert Upgrade:** Serve as Municipal Project Manager for grants to the Town of Weybridge to repair a slope failure on a local road and Bridport to repair a large culvert on a local road.
 - k. **RAISE Grant:** Work with the Towns of Ferrisburgh and Middlebury and the City of Vergennes to plan for housing development near transit resources.
- V. **Natural Resources and Energy Planning.**
- Provide technical assistance and support to municipalities for ongoing natural resource and energy planning initiatives and regulations.
- a. **Water Quality Planning.** Continue to facilitate the region’s interaction with ANR’s basin planning process in lower Otter Creek and help with the outreach connected to the Statewide water quality permits.
Work with Addison County Riverwatch Collaborative (“ACRWC”) to support its water quality monitoring, database reporting, and publication of results.
Work with other local groups to evaluate, plan and implement river corridor improvements in the region.

ADDISON COUNTY REGIONAL PLANNING COMMISSION ANNUAL WORK PLAN FY 2024 - 2025

Provide technical assistance on stormwater management regulations and work with grants available to implement stormwater improvements.

Maintain and enhance the countywide Natural Resource GIS database.

- b. **Clean Water Service Provider.** Serve as the **Clean Water Service Provider** for Basin 3.
- c. **Panton and Bristol Flats CWSP grants:** Implement CWSP grants in Panton at Arnold's Bay and Bristol in the area of Bristol Flats.
- d. **2022 Partnership Project Development Grants:** Finish administering Block grants to partner agencies to help them develop Water Quality projects.
- e. **Brownfields.** re-establish ACRPC's program to access brownfields for redevelopment.
- f. **Moosalamoo NRA Master Plan:** Work with the Us Forest Service to create a Master Plan for the Moosalamoo National Recreational Area.
- g. **Middlebury College Master Planning:** Work with Middlebury College to create a database of its lands and to provide it with natural resource management planning on open parcels.

VI. **Emergency Planning.**

Guide and assist the development and implementation of regional and municipal pre-disaster mitigation plans, emergency management planning grants (EMPG), and other forms of emergency operations planning, as appropriate, according to the provisions set forth in 44 CFR §201.6. Work toward integration and incorporation (to the extent practicable and when appropriate) of these efforts with other state, local, and regional initiatives, such as comprehensive plans, economic development plans, capital improvement programs, land development and/or other emergency management plans, and FEMA programs/initiatives. (See 44 CFR §201.5 (b)(1) and 44 CFR §201.6 (4)(ii)).

- a. **Local Liaison:** Serve as the liaison between Vermont Emergency Management and local communities in the event of a disaster.
- b. **EM EMPG 25 (Emergency Management Planning Grant).** Serve as local coordinators and point of contact for Vermont Emergency Management, attend State emergency management meetings as required and fulfill all other obligations stemming from the Emergency Management Planning Grant contract with Vermont Emergency Management
 - i. Coordinate/ schedule appropriate training events.
 - ii. Develop disaster awareness through outreach to the community.
 - iii. Assist local school districts in the development and maintenance of Disaster Plans
 - iv. Provide emergency services grant application assistance where requested.
 - v. Serve as a source for public Hazardous Materials information.
 - vi. Work to promote the county and municipal disaster preparedness through development and maintenance of Emergency Operations Plans for all hazards.
 - vii. Participate in statewide and local training exercises
 - viii. Support the Addison County Emergency Planning Committee
 - ix. Work with municipalities on floodplain mapping and zoning.

ADDISON COUNTY REGIONAL PLANNING COMMISSION
ANNUAL WORK PLAN FY 2024 - 2025

- c. **BRIC - Panton Electric Island**: Work with GMP to evaluate expanding the electrical independent island in Panton.
- d. **EM HMGP planning for towns**. Work to create all-hazards plans for several additional municipalities in the Region.

YTD July 1, 2023 through February 29, 2024	APPROVED	PROPOSED
	FY24	FY25
	Budget	Budget
REVENUE		
PLANNING PROJECTS (P)		
(P) DHCD (General Program)	\$492,132.00	\$509,000.00
<i>P DHCD TA addition</i>	\$30,000.00	0.00
<i>Housing Navagator</i>	\$20,000.00	0.00
(P) - DUES (General Program)	\$47,081.00	\$45,000.00
(P) - TA MPG CONTRACTS (TP/ZB/SDR)	\$30,000.00	\$30,000.00
CHARGEPOINT (CHARGING STATION)	\$500.00	\$800.00
ACCUD - GIS	\$1,000.00	\$0.00
Lamoille Health Equity	\$20,000.00	\$0.00
St. Stephen's: Accessory Dwelling Units project	\$32,000.00	\$26,000.00
TROC-Municipal Asst. (AKA: MTAP)	\$30,000.00	\$3,000.00
NRPC - Climate Pollution Reduction	\$8,000.00	\$15,000.00
Municipal Vulnerability Index		\$12,500.00
Energy Efficiency and Conservation Block Grant EECBG		\$38,200.00
PSD Renewable Energy Outreach '23		\$0.00
TRANSPORTATION PROJECTS (T)		
TRANS TPI (General Program)	\$220,000.00	\$245,000.00
MIDDLEBURY --EXCHANGE STREET SIDEWALK(STPBP(13)11)	\$3,000.00	\$3,000.00
VERGENNES SIDEWALK (STP BP19(6))	\$1,000.00	\$0.00
Grants In Aid - Asst. to Towns (Bridport, Bristol, Shoreham, Starksboro, Whiting, Cornwall, Salisbury)	\$3,000.00	\$3,750.00
MPM Weybridge Slope Failure (MPM Bridport)	\$8,000.00	\$8,000.00
CCRPC-RAISE Grant	\$25,000.00	\$20,000.00
NATURAL RESOURCE PROJECTS (NR)		
(NR) RRPC-WQ 2023-604B-01	\$5,100.00	\$0.00
CHITTENDEN COUNTY RPC --WQ FY24-TBP	\$17,900.00	\$21,000.00
CLEAN WATER SERVICE PROVIDER (GR 2021-CWSP-WID-07) StartUp Grants	\$67,511.00	\$0.00
CLEAN WATER SERVICE PROVIDER (GR 06140-2023-CWSP-WID-04) FY 2023 Formula Grants	\$1,000,000.00	\$1,006,000.00
CLEAN WATER SERVICE PROVIDER (GR 06140-2024-CWSP-WID-07) O&M		\$20,000.00
CLEAN WATER SERVICE PROVIDER (GR 06140-2024-CWSP-WID-03) FY24 (AKA "Basin 3")		\$0.00
Panton and Bristol Flats CWSP		\$15,000.00
GIA-Equipment FY22-23		\$0.00
Zuzz Partnership Project Development Block Gr (Dept of Conservation) (GR 06140-2021-CWF-PAR-PD-01)		\$30,000.00
Lamoille Flood Bylaws (FY24)		
EPA Brownfields Assessment GR 00A01067	\$100,000.00	\$100,000.00
Moosalamoo Master Plan	\$70,000.00	\$70,000.00
Middlebury College Master Plan	\$100,000.00	\$50,000.00
EMERGENCY MANAGEMENT PROJECTS (EM)		
(EM) LOCAL LIAISON AGREEMENT	\$1,000.00	\$1,000.00
(EM) - EMPG22 #2140-31039C-001	\$50,000.00	
EMPG-23 (02140-31044C-001)		\$50,000.00
BRIC - Panton Island	\$22,500.00	\$22,500.00
BRIC - MGMT	\$1,000.00	\$300.00

<i>Local Hazard Mitigation Plans (Corn, Brid, NH)</i>	\$16,000.00	\$25,000.00
<i>FRCF-Hollow Brook (GR02140-33500-010)</i>	\$52,000.00	\$0.00
<i>FRCF-Lewis Creek (GR02140-33500-011)</i>	\$31,000.00	\$6,000.00
<i>Haz Mitigation Bristol Flats</i>		\$2,000.00
<i>Act 172 Municipal Building Weatherization</i>	\$60,000.00	\$65,000.00
INTEREST	\$5,000.00	\$10,000.00
OTHER (NEW REVENUE)	\$500.00	
Other: Map printing		
TOTAL REVENUE	\$2,614,224.00	\$2,453,050.00
EXPENDITURES		
BUILDING		
Rent	\$46,140.00	\$43,140.00
Insurance(Fire/Liab.)	\$2,500.00	\$2,500.00
Rubbish Removal	\$1,000.00	\$500.00
Repairs/Misc.Building Exp.	\$500.00	\$5,000.00
Janitorial	\$2,200.00	\$2,200.00
SUBTOTAL	\$52,340.00	\$53,340.00
GENERAL OFFICE/PROGRAM		
Accounting	\$11,500.00	\$10,000.00
Advertising	\$2,000.00	\$2,000.00
Dues Governmental Relations	\$5,000.00	\$15,000.00
Dues/Sub/VSA/Library/Donations	\$4,000.00	\$5,000.00
Public Officials Insurance	\$4,000.00	\$4,000.00
Legal Fee	\$1,000.00	\$1,000.00
Miscellaneous	\$1,000.00	\$2,500.00
Meeting Expense	\$4,000.00	\$4,500.00
Postage	\$1,000.00	\$1,000.00
Copy Machine	\$4,000.00	\$5,000.00
Printing/Publications	\$4,000.00	\$4,000.00
Supplies/Office	\$2,000.00	\$2,500.00
Computer Hardware	\$8,000.00	
Software Subscriptions	\$9,300.00	\$20,000.00
Telephone	\$6,500.00	\$8,000.00
Training/Travel/Conference	\$3,000.00	\$3,000.00
Website Maintenance	\$1,500.00	\$1,500.00
Equipment Maintenance	\$500.00	\$500.00
SUBTOTAL	\$72,300.00	\$89,500.00
GRANT EXPENSES		
DHCD (General Program)	\$2,000.00	\$3,000.00
(P) MPG TA CONTRACTS(TP/ZB/SDR)	\$500.00	\$500.00
ACCUD - GIS		
Lamoille Health Equity	\$3,000.00	
<i>St. Stephen's: Accessory Dwelling Units project</i>	\$1,000.00	\$500.00
ARPA Aid to Municipalities	\$500.00	\$0.00
<i>Housing Navagator</i>	\$1,000.00	
<i>NRPC - Climate Pollution Reduction</i>	\$2,000.00	
<i>TROC-Municipal Asst. (AKA: MTAP)</i>		
Ferrisburgh Trail & Travel Master Plan		\$500.00
Municipal Vulnerability Index		\$200.00
Enhanced Energy Community Block Grant EECBG		\$200.00

PSD Renewable Energy Outreach '23		
(T) TRANS TPI (General Program)	\$6,000.00	\$6,000.00
MIDDLEBURY EXCHANGE STREET SIDEWALK		
VERGENNES SIDEWALK (STP BP19(6))		
MPM Weybridge Slope Failure (MPM Bridport)		\$200.00
CCRPC-RAISE Grant	\$500.00	\$500.00
ANR - WQ Project Development		
(NR) RRPC-WQ 22-604B-01	\$100.00	
CHITTENDEN COUNTY RPC --WQ FY24-TBP		\$500.00
CLEAN WATER SERVICE PROVIDER		
(GR 2021-CWSP-WID-07) StartUp Grants		
CLEAN WATER SERVICE PROVIDER		
(GR 06140-2023-CWSP-WID-04)		
SFY 2023 Formula Grants		\$2,000.00
CLEAN WATER SERVICE PROVIDER		
(GR 06140-2024-CWSP-WID-03)		
FY24 (AKA "Basin 3")		\$0.00
GIA-Equipment FY22-23		
EPA Brownfields Assessment GR 00A01067	\$1,000.00	\$3,000.00
Moosalamoo Master Plan		\$10,000.00
Middlebury College Master Plan		\$500.00
(EM) LOCAL LIAISON		
(EM) - EMPG	\$1,000.00	\$1,000.00
BRIC - Panton Island		
BRIC - MGMT		
LHMP (Panton, Leicester, Monkton, Salisbury)		\$200.00
FRCF-Hollow Brook (GR02140-33500-010)		\$0.00
FRCF-Lewis Creek (GR02140-33500-011)		\$0.00
Act 172 Municipal Building Weatherization	\$10,000.00	\$15,000.00
SUBTOTAL	\$28,600.00	\$43,800.00
CAPITAL BUDGET		
Office Computer	\$10,000.00	\$8,000.00
Equipment/Depreciation		
Furniture/ AV Conf Room	\$3,000.00	\$10,000.00
SUBTOTAL	\$13,000.00	\$18,000.00
STAFF COST		
SALARIES	\$608,243.05	\$610,000.00
TAXES: FICA/MED/CHILD CARE	\$46,530.59	\$49,349.00
INSURANCE:		
Unemployment Comp	\$2,000.00	\$2,000.00
Employee/Life/Disability	\$4,057.71	\$4,100.00
Health Insurance/HRA	\$100,000.00	\$115,000.00
Vision Insurance	\$642.86	\$700.00
Delta Dental Ins.	\$2,801.83	\$3,000.00
Workmens Comp Ins	\$1,500.00	\$1,500.00
Retirement	\$48,077.01	\$48,700.00
SUBTOTAL	\$813,853.05	\$834,349.00
CONSULTANTS:		
DHCD (General Program)		\$55,000.00
(P) MPG TA CONTRACTS(TP/ZB/SDR)		
ACCUD - GIS		

Lamoille Health Equity		
St. Stephen's: Accessory Dwelling Units project	\$30,000.00	\$25,000.00
ARPA Aid to Municipalities	\$20,000.00	
Housing Navigator	\$15,000.00	
NRPC - Climate Pollution Reduction		\$0.00
PSD Renewable Energy Outreach '23		
Municipal Vulnerability Index		
Enhanced Energy Community Block Grant EECBG		\$35,000.00
(T) TRANS TPI (General Program)	\$50,000.00	\$60,000.00
MIDDLEBURY EXCHANGE STREET SIDEWALK		
VERGENNES SIDEWALK (STP BP19(6))		
MPM Weybridge Slope Failure (MPM Bridport)		
RAISE Grants		
(NR) RRPC-WQ 22-604B-01		
CHITTENDEN COUNTY RPC --WQ FY 2022-TBP		\$1,000.00
CLEAN WATER SERVICE PROVIDER		
(GR 2021-CWSP-WID-07) StartUp Grants	\$50,000.00	
CLEAN WATER SERVICE PROVIDER		
(GR 06140-2023-CWSP-WID-04)		
SFY 2023 Formula Grants	\$850,000.00	\$900,000.00
CLEAN WATER SERVICE PROVIDER		
(GR 06140-2024-CWSP-WID-03)		
FY24 (AKA "Basin 3")		
GIA-Equipment FY22-23		
CLEAN WATER SERVICE PROVIDER		
(GR 06140-2024-CWSP-WID-07)		
O&M		\$0.00
ZUZZ Partnership Project Development Block Grant		
(Dept of Conservation)		
(GR 06140-2021-CWF-PAR-PD-01)	\$36,800.00	\$29,000.00
EPA Brownfields Assessment GR 00A01067	\$90,000.00	\$90,000.00
Moosalamoo Master Plan		\$20,000.00
Middlebury College Master Plan		
(EM) LOCAL LIAISON		
(EM) - EMPG		
BRIC - Panton Island	\$22,500.00	\$22,500.00
BRIC - MGMT		
FRCF-Hollow Brook		
(GR02140-33500-010)	\$50,000.00	
FRCF-Lewis Creek		
(GR02140-33500-011)	\$30,000.00	\$5,600.00
Act 172 Municipal Building Weatherization		\$30,000.00
AMERICORP Host	\$8,000.00	\$9,000.00
SUBTOTAL	\$1,252,300.00	\$1,282,100.00
CONTINGENCY	\$261,422.40	
TOTAL EXPENSES	\$2,493,815.45	\$2,321,089.00