

Addison County Regional Planning Commission

14 Seminary Street

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Meeting Minutes

Addison County Regional Planning Commission

Wednesday, November 13, 2024

ACRPC held its November meeting at its office at 14 Seminary St. Middlebury and via ZOOM with the Chair, Joseph Andriano of Orwell, presiding.

ROLL CALL: Addison:

Bridport: Ed Payne
Bristol: Ron Dendas
Peter Grant
Cornwall: Anna Burns
Stan Grzyb
Ferrisburgh: Tim Davis
Arabella Holzapfel
Goshen:
Leicester:
Lincoln:
Middlebury: Hugh McLaughlin
Ross Conrad
Karina Toy
Monkton: Debra Sprague

New Haven:

Orwell: Joseph Andriano
Panton:
Ripton:
Salisbury:
Shoreham: Nick Causton
Starksboro: Tom Perry
Herb Olson
Rich Warren
Vergennes: Shannon Haggett
Cheryl Brinkman
Waltham:
Weybridge: Gioia Kuss
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: Fred Kenney
Addison County Chamber of Commerce:
HOPE: Jean Montross

ACRPC EXECUTIVE BOARD

Chair: Joseph Andriano
Vice-Chair: Arabella Holzapfel
Secretary: Shannon Haggett
Treasurer: Cheryl Brinkman
At Large: Jamie Dayton
Jeremy Grip
Tim Davis

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
Eco-AmeriCorps member: Leander Ruhl

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. Presentation: Joe called the meeting to order at 7:00 p.m. He introduced himself as ACRPC's Chair and welcomed Commission members and the Commission's guests. He introduced Amanda Froeschle (UVMHN-PMC, Senior Community Health Liaison) and Emma Tso (Middlebury Office of Local Health, Chronic Disease Prevention Specialist) as the Commission's guest presenters for the evening. Amanda began the presentation. She noted that new data is available through the [2024 Addison County Community Health Needs Assessment \(CHNA\)](#). The CHNA is an assessment that hospitals complete in collaboration with community partners every three years to identify the top health needs of their community. The CHNA ultimately helps us to better understand the underlying challenges and opportunities for creating a healthier community. The 2024 Addison County CHNA identified access to healthcare, housing, and mental health & substance use services as the top health needs. Amanda and Emma shared key findings from the 2024 CHNA with the Commission. A recording of the full Commission meeting, including Amanda and Emma's presentation is available [here](#).

After a short question and answer session, Joe thanked Amanda and Emma and commenced the business meeting.

7:55 p.m. Business Meeting: Joe opened the regular business meeting:

- I. Approval of the October 2024 meeting minutes: Ross Conrad moved approval of the October minutes. Anna Burns seconded the motion. The minutes passed unanimously.**
- II. Executive Board Minutes:** The Executive Board's October meeting minutes were included in the package for the members' information. No members asked any questions regarding the Executive Board meeting. Joe continued the meeting.
- III. Treasurer's Report:** Adam presented the Treasurer's Report for the evening. Adam noted that cash flow remains strong and that cash on hand and receivables are also strong. Adam highlighted the draft Statement of Financial Activities for Fiscal Year 25 through September, 2024. The Statement shows a positive fund balance for the year of about \$67,000. Adam also announced the audit is underway. He intends to present a draft to the Executive Board at its December 4th meeting and present the final to the Full Commission for adoption at its December 11th meeting. **Peter Grant moved to accept the Treasurer's Report as presented. Nick Causton seconded the motion. The Commission voted unanimously to accept the Treasurer's Report as presented by voice vote/show of hands.**
- IV. Joint Partners Report:** Adam noted that the Bond Bank has water Systems grants available that he would like to see Starksboro, Bridport and Ferrisburgh apply for.

V. Committee Reports:

Act 250/Section 248: Adam reported that the Committee had met jointly with the Energy Committee on Monday, October 21st to discuss the latest CPG for the Vermont gas mainline serving Addison County. Adam gave a background of the Vermont Gas pipeline proceeding, starting in 2012. He concluded that Vermont Gas was required to file a new application for a Certificate of Public Good from the Public Utilities Commission for its existing pipeline. **The Energy Committee and Act 250/248 Committees recommend that the Full Commission intervene in the process and seek party status in order to monitor the proceeding and to preserve our right to file testimony should ACRPC feel the need to do so. The Commission unanimously approved the motion of the Committees. Peter Grant abstained.**

Energy Committee: Cheryl Brinkman reported that the Energy Committee had met briefly after the discussion above. It discussed its process to review the Enhanced Energy Section of the Regional Plan and briefly discussed progress on the MERP program and other updates.

Local Government: No meeting. It will meet shortly to review Waltham's plan.

Natural Resources: The Committee has not met, but does have a staff review of the Otter Creek Tactical Basin Plan, presented to the Full Commission at our October meeting by Angie Allen. It would like to review the Otter Creek Basin Plan and staff memo and file a response with Angie Allen, the Basin Planner, prior to the next Full Commission meeting. The staff memo notes that the Otter Creek Basin Plan and the Addison County Regional Plan are compatible. The Committee requested that the Full Commission delegate it the ability to respond to the Otter Creek Basin Plan, so ACRPC could respond in a timely manner. **Cheryl Brinkman moved to allow the Natural Resources Committee to file a response to the Otter Creek Basin Plan with the Agency of Natural Resources on behalf of the Full Commission. Anna Burns seconded the motion, which passed unanimously.**

TAC: Hugh McLaughlin noted that the TAC had awarded two TAC grants at its November meeting.

Housing: Tim Davis noted that the Housing Committee had met just before the meeting. It started the discussion regarding the Future Land Use maps and approved a process ACRPC will be implementing to work with its member municipalities to conduct outreach. It also reviewed the technical memorandum for mapping areas within the Future land Use map and made comments supporting housing and removing Resource Based Recreational areas from conserved land.

Economic Development Committee: The Economic Development Committee met in its capacity as the Brownfields Committee. It enabled ACRPC's consultant, Stantec, to

move forward under our existing grant agreement with an area wide planning study in each of the areas where ACRPC is working on a Housing Master Plan under the RAISE grant that ACRPC has with Ferrisburgh, Vergennes and Middlebury to provide for transit oriented development.

VI. Old Business:

Maple Broadband Update: Shannon Haggett reported that Maple Broadband is in the process of completing its fiber construction for the year with the ARPA funding it had secured. Its last build in Leicester should be active this month. It will continue to build its business operations and connect new customers. Its subscribers continue to grow and number about 481. It will also focus its efforts on applying for more federal money through the BEAD grant to complete its buildout to unserved and underserved addresses in the Addison Region. Maple Broadband fully expects that if it and its business partner, Waitsfield Champlain Valley Telecom, are successful in securing the BEAD grant, that it will achieve its mandate and offer fiber broadband service to every unserved/underserved address in the Addison Region. It will also offer competitive services in many other portions of the region.

Staff Hiring: Adam noted that he has several good candidates, is conducting interviews and hopes to hire for all positions by the end of the calendar year.

MERP and Bond Bank Update: Adam noted that 10 towns in the Addison Region had received MERP awards. **They MUST execute their grant agreements by December 16th or they will lose the funding.** Additionally, for those that did not receive grants, Adam noted that the Bond Bank just announced \$40M in low interest loans for municipal energy improvements. Adam intends to have the new energy planner work with all Addison County municipalities to pursue both programs.

Act 181 Land Use Outreach to towns: As Tim noted in his report, the Housing Committee approved an outreach plan for ACRPC to work with its member communities to work together to complete the Future Land Use Planning mandates of Act 181. The plan involves a joint presentation to all selectboards and then individual outreach to all planning commissions. Adam expects multiple meetings after that to work through the details so ACRPC and its member municipalities align on Future land Use plans.

Other: None.

VII. New Business:

Other: Adam reminded the Commission about the survey he had sent out and requested that they complete it if they had not already done so.

VIII. Member's Concerns/Chair Comments: None.

IX. Adjournment: There being no further business, **Joe adjourned the Commission by unanimous consent at 8:36 p.m.**

Respectfully submitted,

Adam Lougee, Director