

**ACRPC Full Commission Notice of Meeting  
7:00 p.m. Wednesday, April 9, 2025**

**HYBRID MEETING:** This meeting will be conducted in person at ACRPC's office and remotely through the **ZOOM** remote meeting on-line platform. PLEASE USE THE CONNECTION BELOW:

Join Zoom Meeting <https://us02web.zoom.us/j/85938862314?pwd=5oHabBItJkk0DDb18LkYBKVqxSDxgF.1>

Meeting ID: 859 3886 2314; Passcode: 560685

**CALL-IN:** +1 646 931 3860 Call in using this number and enter the meeting PIN from the phone keypad.

**PHYSICAL LOCATION:** ACRPC's office at 14 Seminary Street in Middlebury **WILL** be open to the public.

**7:00 p.m. Speaker:** Stephanie Camay, a Project Manager for the consulting firm WSP, will present the findings of the Vergennes Planning and Environmental Linkage Study. Stephanie led the project team that recently completed the study for VTrans and ACRPC. (Please see ACRPC's newsletter for a more detailed description of the project.)

**7:45 p.m. BUSINESS AGENDA:**

- I. **Approval of Minutes:** March 12, 2025
- II. **Executive Board Minutes:** March 26, 2025
- III. **Treasurer's Report:** Financials February 31, 2024
- IV. **Committee Reports:** (Act 250, Energy, Local Govt, Nat Res, TAC, Housing, Econ Dev)
- V. **Joint Partners Report/Delegate/Staff Recognition:**

**VII. Old Business:**

- Maple Broadband Update
- Act 181 outreach plan update
- Presentation by the Nominating Committee of a slate of Officers for ACRPC's consideration at our Annual Meeting and call for nominations from the floor
- Small Grants Program
- Other

**VIII. New Business**

- Annual Mailing to Municipalities, appointments to RPC and TAC
- Preliminary Workplan and Budget Discussion FY 2026 (Displayed at meeting)
- Annual Meeting/ Speaker/ Bertha Hanson Award Nominee
- Other

**IX. Member's Concerns/Information:**

**X. Adjournment:**

**ADDISON COUNTY REGIONAL PLANNING COMMISSION ROLL CALL**

<b>ADDISON</b>	D	Bob Schatz	___	<b>PANTON</b>	D	James Dayton	___	
	D		___		A		___	
	A	Chris Stackhouse	___	<b>RIPTON</b>	D	Jeremy Grip	___	
	A		___		A	Jonathan Heppell	___	
<b>BRIDPORT</b>	D	Edward Payne	___	<b>SALISBURY</b>	D	Barrie Bailey	___	
	D	Andrew Manning	___		D		___	
	A	Steve DeCarlo	___		A		___	
	A	Renee Brodeur	___		A		___	
<b>BRISTOL</b>	D	Peter Grant	___	<b>SHOREHAM</b>	D	Nick Causton	___	
	D	Ron Dendas	___		D		___	
	D		___		A		___	
	A	William Sayre	___		A		___	
	A		___		A		___	
	A		___					___
<b>CORNWALL</b>	D	Stan Grzyb	___	<b>STARКСBORO</b>	D	Herb Olson	___	
	D	Anna Burns	___		D	Tom Perry	___	
	A		___		A	Rich Warren	___	
	A		___		A		___	
<b>FERRISBURGH</b>	D	Tim Davis	___	<b>VERGENNES</b>	D	Shannon Haggett	___	
	D	Arabella Holzapfel	___		D	Cheryl Brinkman	___	
	D	Steve Huffaker	___		A	Don Ferris	___	
	A	Keilani Lime	___		A		___	
	A		___					___
	A		___					___
<b>GOSHEN</b>	D	Jim Pulver	___	<b>WALTHAM</b>	D	Lisa Sausville	___	
	A	Chad Chamberlain	___		A		___	
<b>LEICESTER</b>	D	Diane Benware	___	<b>WEYBRIDGE</b>	D	Gioia Kuss	___	
	D	Tom Barker	___		A		___	
	A		___					___
	A		___					___
<b>LINCOLN</b>	D	Steve Revell	___	<b>WHITING</b>	D	Jennifer Erwin	___	
	D		___		A		___	
	A		___					___
	A		___					___
<b>MIDDLEBURY</b>	D	Ross Conrad	___	<b>CITIZEN INTEREST</b>		<b>REPRESENTATIVES</b>		
	D	Karina Toy	___	<b>ADDISON COUNTY</b>	D		___	
	D		___	<b>CHAMBER OF</b>	A	Phil Summers	___	
	A	Hugh McLaughlin	___	<b>COMMERCE</b>			___	
	A		___				___	
	A		___				___	
<b>MONKTON</b>	D	Stephen Pilcher	___	<b>HOPE</b>	D	Jeanne Montross	___	
	D	Debra Sprague	___		A	Skip Wyer	___	
	A		___	<b>OTTER CREEK</b>	D	Ronald Payne	___	
	A		___		A	Marcia Parker	___	
<b>NEW HAVEN</b>	D	Jim Walsh	___	<b>ADDISON COUNTY</b>	D	Charles Roy	___	
	D	Harvey Smith	___		A	Kent Wright	___	
	A	Kathy Cahill	___	<b>OC NATR. RESOURCE</b>	D	Jonathan Chamberlain	___	
	A		___		A	Paul Wagner	___	
<b>ORWELL</b>	D	Joseph Andriano	___	<b>ADDISON COUNTY</b>	D	Fred Kenney	___	
	D	Sharon Macedo	___		ECONOMIC	A	Richard McKerr	___
	A	Daniel Redondo	___		<b>DEVELOPMENT CORP</b>			___
	A	Cian Quinn	___					___

**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 PLANNERS:** Katie Raycroft-Meyer, Danelle Birong, Rebecca Elder  
**GIS DATA MANAGER:** Hannah Andrew  
**ENERGY PLANNER:** Jolyon Larson  
**WATER QUALITY PLANNER/ ECO AmeriCorps:** Leander Ruhl

**OFFICE PHONE:** 802-388-3141



**Meeting Minutes**  
**Addison County Regional Planning Commission**  
**Wednesday, March 12, 2025**

*ACRPC held its March meeting at its office at 14 Seminary St. Middlebury and via ZOOM with the Vice Chair, Arabella Holzapfel of Ferrisburgh, presiding.*

<b>ROLL CALL:</b>	<i>Addison:</i>		<i>New Haven:</i>	Harvey Smith
	<i>Bridport:</i>	Andrew Manning		
	<i>Bristol:</i>	Ron Dendas	<i>Orwell:</i>	
	<i>Cornwall:</i>	Stan Grzyb Anna Burns	<i>Panton:</i>	James Dayton
	<i>Ferrisburgh:</i>	Tim Davis Arabella Holzapfel	<i>Ripton:</i>	Jeremy Grip
	<i>Goshen:</i>		<i>Salisbury:</i>	
	<i>Leicester:</i>		<i>Shoreham:</i>	Nick Causton
	<i>Lincoln:</i>	Steve Revell	<i>Starksboro:</i>	
	<i>Middlebury:</i>	Hugh McLaughlin Ross Conrad Karina Toy	<i>Vergennes:</i>	Shannon Haggett Cheryl Brinkman
	<i>Monkton:</i>	Stephen Pilcher Debra Sprague	<i>Waltham:</i>	
			<i>Weybridge:</i>	Gioia Kuss
			<i>Whiting:</i>	Jennifer Erwin

**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>	Fred Kenney
<i>Addison County Chamber of Commerce:</i>	
<i>HOPE:</i>	Jeanne Montross

**ACRPC EXECUTIVE BOARD**

<i>Chair:</i>	Joseph Andriano
<i>Vice-Chair:</i>	Arabella Holzapfel
<i>Secretary:</i>	Shannon Haggett
<i>Treasurer:</i>	Cheryl Brinkman
<i>At Large:</i>	Jamie Dayton

Jeremy Grip,  
Tim Davis

**STAFF**

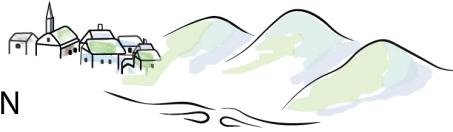
<i>Executive Director:</i>	Adam Lougee
<i>Transportation Planner:</i>	Mike Winslow
<i>GIS Manager:</i>	Hannah Andrew
<i>Community Planners:</i>	Katie Raycroft-Meyer, Danelle Birong, Rebecca Elder
<i>Emergency Planner:</i>	Andrew L'Roe
<i>Office Mgr/Bookkeeper:</i>	April Clodgo
<i>Energy Planner:</i>	Jolyon Larson
<i>Eco-AmeriCorps intern:</i>	Leander Ruhl

ADDISON	BRIDPORT	BRISTOL	CORNWALL	FERRISBURGH	GOSHEN	LEICESTER
LINCOLN	MIDDLEBURY	MONKTON	NEW HAVEN	ORWELL	PANTON	RIPTON
SALISBURY	SHOREHAM	STARSBORO	VERGENNES	WALTHAM	WEYBRIDGE	WHITING



**7:00 p.m. Business Meeting:** Arabella Holzapfel, the Vice Chair of the Commission, opened the business meeting at 7:03 p.m. by welcoming the Commission members and any guests present.

- I. Approval of the February 2025 meeting minutes:** Shannon Haggett moved approval of the minutes. Stephen Pilcher seconded the motion. The minutes passed by a voice vote/show of hands. Debra Sprague, Ron Dendas, Jeremy Grip and Ross Conrad abstained.
- II. Executive Board Minutes:** Arabella noted that the most recent Executive Board meeting minutes were included in the package. She invited anyone with questions about the meeting to raise them. Hearing no questions, She moved to the next agenda item.
- 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 through January, 2025. The Statement shows a positive fund balance for the year of about \$130,000. Adam believes that balance is much higher than it should be because of a timing issue. He and April expect that the balance should be around \$70,000. Ross asked if ACRPC would consider small grants for municipalities again. Adam stated he would bring the matter to the Executive Board next meeting and get back to the Full Commission with an answer in April. **Nick Causton moved to accept the Treasurer’s Report as presented. Tim Davis seconded the motion. The Commission voted unanimously to accept the Treasurer’s Report as presented by voice vote/show of hands.**
- IV. Committee Reports:**
  - Act 250/Section 248: Steve Revell noted that the Act 250 Committee did not meet last month. Adam added that he expected to attend the Status Conference that the Public Utilities Commission had scheduled later in the month to start the latest round of hearings on the Addison Vermont Gas Line. Adam noted that he expects to enter a Notice of Appearance and a Motion to Intervene on the Commission’s behalf as the Commission decided earlier this fall.
  - Energy Committee: Cheryl noted that the Committee will meet next Monday to continue its review of the Energy Section of the Regional Plan.
  - Local Government: Shannon reported that the Local Government Committee did not meet.
  - Natural Resources: Arabella reported that the Natural Resources Committee met and restarted its review of the Natural Resources section of the Regional Plan.



TAC: Hugh McLaughlin noted the TAC met in February. It received a presentation from VTrans of the Vermont Rail Plan.

Housing: Tim Davis reported that the committee did not meet.

Economic Development Committee: Gioia Kuss reported that the committee did not meet.

- V. **Joint Partners Report:** Fred Kenney, the retiring Director of Addison County Economic Development Corporation, reported that they were working with the Town of Addison to put together a USDA grant to study the highest and best way to redevelop a number of town buildings. They are also applying for another USDA grant to capitalize their own revolving loan fund. Lastly, Fred reminded all municipalities that if they expected to propose larger capital projects for grant funding in the next fiscal year, they should apply to his office to put those projects on the Regional Priority Projects list.

VI. **Old Business:**

Maple Broadband Update: Shannon reported that Maple Broadband has completed its fiber construction for the year with the ARPA funding it had secured. It will continue to build its business operations and connect new customers. Its subscribers continue to grow and number over 525 households. Given the recent actions of the federal government, Shannon noted that Maple Broadband is concerned about the viability of the BEAD grant moving forward, so it is also focusing its efforts on creating alternative action plans for itself if BEAD is not able to move forward. It also formed a Finance Committee to help with the contingency planning.

Bylaws Update: Adam reminded the Commission that he, Joe Andriano and Ross Conrad had reviewed ACRPC's Bylaws to fix the contradiction regarding who has the authority to appoint committee members, the Chair or the Executive Board and several other items that contradicted with the Commission's practices. The Commission had reviewed the Bylaws last meeting and accepted most of the changes. It had a couple of unresolved issues that it had asked the Executive Committee to resolve and bring back for this meeting. Adam walked the Commission through the remaining changes in Sections 701 and 802 of the Bylaws. **Ross Conrad moved to accept the proposed changes to the Bylaws. Stephen Pilcher seconded the motion, which passed unanimously by a voice vote/show of hands.**



Other: None.

**VII. New Business:**

Vote to elect a Nominating Committee: Adam noted that at the last meeting the Executive Board had invited members to volunteer to serve on the Nominating Committee so it could propose the slate of candidates for the Nominating Committee at this meeting. Two retiring members of the Executive Board, Jeremy Grip and Jamie Dayton agreed to run for the Nominating Committee. However, that leaves us one member short of a full slate. Adam explained that the Nominating Committee has a very short tenure and its sole job is to recommend a slate of members for the Executive Board to run for office at our annual meeting. They solicited one more member for the Nominating Committee. Jennifer Erwin volunteered to serve. **Shannon Haggett moved that the Full Commission elect Jeremy Grip, Jamie Dayton and Jennifer Erwin as the nomination Committee. Gioia Kuss seconded the motion, which passed unanimously by a voice vote/show of hands.**

Other: Tim Davis noted that the listers in Ferrisburgh were looking for some help with uniform land use definitions to help them perform their jobs properly. Adam invited Tim to speak to him after the meeting and they could discuss proper definitions.

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

**IX. Adjournment:** There being no further business, **Stephen Pilcher moved to adjourn, Arabella adjourned the Commission by unanimous consent at 8:02 p.m.**

Respectfully submitted,

Adam Lougee, Director