



ACRPC Full Commission Meeting Notice
February 11, 2026 - Wednesday, 7:00 p.m.
This meeting will be held via TEAMS and in person
14 Seminary Street Middlebury

[Join the Teams Meeting](#)

Meeting ID: 237 317 794 062 4 Passcode: DR6X4dP7
Dial in by phone: [+1 347-991-8960](tel:+13479918960), enter Pin ID: [367383384#](tel:+13479918960)

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- The draft Regional Plan is available for review on ACRPC's website at <https://acrpc.org/regional-plan-2026>
 - If you want a full printed copy of the draft submitted to the LURB, please contact Rebecca.

7:00 BUSINESS AGENDA

- I. Approval of Minutes:** January 14, 2026
- II. Executive Board Minutes:** January 28, 2026
- III. Treasurer's Report:** Bank Balances & Receivables
- 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
 - Regional Plan Update
 - CWSP/BWQC update
 - Other
- VIII. New Business**
 - Act 181 Tier 3 Discussion
 - Call for members interested in serving on the Nominating Committee
 - Other
- IX. Member's Concerns/Information:**
- X. Adjournment:**

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		___	
	D	Steve DeCarlo	___		D		___	
	A	Renee Brodeur	___		A		___	
	A		___		A		___	
BRISTOL	D	Peter Grant	___	SHOREHAM	D	Nick Causton	___	
	D	Ron Dendas	___		D		___	
	D		___		A		___	
	A	William Sayre	___		A		___	
	A		___					
	A		___					
CORNWALL	D	Stan Grzyb	___	STARKSBORO	D	Herb Olson	___	
	D	Anna Burns	___		D	Tom Perry	___	
	A		___		A	Rich Warren	___	
	A		___		A		___	
FERRISBURGH	D	Tim Davis	___	VERGENNES	D	Shannon Haggett	___	
	D	Arabella Holzapfel	___		D	Cheryl Brinkman	___	
	D	Steve Huffaker	___		A	Don Ferris	___	
	A		___		A		___	
	A		___					
	A		___					
GOSHEN	D	Jim Pulver	___	WALTHAM	D	Lisa Sausville	___	
	A	Chad Chamberlain	___		A	Jeff Glassberg	___	
LEICESTER	D	Diane Benware	___	WEYBRIDGE	D	Gioia Kuss	___	
	D	Tom Barker	___		A		___	
	A		___					
	A		___					
LINCOLN	D	Steve Revell	___	WHITING	D	Jennifer Erwin	___	
	D	Jo Jackson	___		A		___	
	A	Tim McGowan	___					
	A		___					
MIDDLEBURY	D	Melanie Sands	___	CITIZEN INTEREST		REPRESENTATIVES		
	D	Hugh McLaughlin	___	ADDISON COUNTY	D		___	
	D	Philip Pedlikin	___	CHAMBER OF	A	Phil Summers	___	
	A		___	COMMERCE				
	A		___					
	A		___					
MONKTON	D	Stephen Pilcher	___	HOPE	D	Jeanne Montross	___	
	D	Debra Sprague	___		A	Skip Wyer	___	
	A		___	OTTER CREEK	D	Ron Payne	___	
	A		___		A	Marcia Parker	___	
NEW HAVEN	D	Jim Walsh	___	ADDISON COUNTY	D	Charles Roy	___	
	D	Harvey Smith	___		A		___	
	A	Kathy Cahill	___	OC NATURAL RESOURCE	D	John Roberts	___	
	A		___		A		___	
ORWELL	D	Sharon Macedo	___	CONSERVATION DIST				
	D	Joe Andriano	___		ADDISON COUNTY	D	Alex Armani-Munn	___
	A	Daniel Redondo	___		ECONOMIC	A	Richard McKerr	___
	A	Cian Quinn	___		DEVELOPMENT CORP			

EXECUTIVE BOARD

Chair: Shannon Haggett
 Vice chair: Joe Andriano
 Secretary: Cheryl Brinkman
 Treasurer: Tim Davis
 At Large: Arabella Holzapfel, Steve Pilcher, Harvey Smith

STAFF

Executive Director: *Adam Lougee*
 Transportation Planner & Asst. Dir.: *Mike Winslow*
 Director of Operations & Finance: *Rebecca Elder*
 Finance Admin Assistant: *Kerry Dashnaw*

Community Planners:

Katie Raycroft-Meyer & Danelle Birong
 Emergency Management Planner: *Andrew L'Roe*
 Energy Planner: *Jolyon Larson*
 GIS Data Manager/Natural Resources Planner:
Hannah Andrew

ADDISON COUNTY REGIONAL PLANNING COMMISSION
 EXECUTIVE BOARD MEETING
 January 28, 2026

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 TEAMS with Chair, Shannon Haggett, presiding.

ROLL CALL

Ferrisburgh Tim Davis
 Arabella Holzapfel
Monkton Stephen Pilcher
New Haven
Orwell Joseph Andriano
Vergennes Shannon Haggett
 Cheryl Brinkman

STAFF: Adam Lougee, Director

Shannon opened the meeting at 6:30 p.m. and welcomed the Executive Board. Shannon noted the meeting is being recorded and is available to view at ACRPC’s You Tube page, <http://www.youtube.com/@AddisonCountyRPC>.

MINUTES

Steve Pilcher moved to approve the December 3, 2025 minutes. Cheryl Brinkman seconded the motion. The motion to approve the minutes passed by voice vote/show of hands.

TREASURER’S REPORT

Adam provided an update on the status of our financial operations. He did not present financial statements because he did not believe they would be accurate. Instead, he shared the current bank balances, still up considerably over our low in July and an accounts receivable page, showing significant and mostly timely billing and payments. Adam continued to praise the work that Rebecca and Kerry have been doing, supported by Sharon. We continue to catch up on invoicing. Also, more importantly, Rebecca, Kerry and Sharon are working on data entry to close the holes in the billing and timesheet accounting that has caused our underlying issues. Once fixed we will start to move forward with complete financials again. However, Adam noted the data entry will be extensive to create the information necessary to create accurate reports. All current billing and data entry is in the form that we need.

On the audit front, Vance agreed to do more fund-specific accounting. We are providing him with the information he needs to do his work. We should provide him with all information that he needs within a couple of weeks. However, because it is late and we are approaching

tax season, his time will be limited. It will be a couple of months before he can complete the audit.

COMMITTEE REPORTS (only committees that have met since the Full Commission meeting)

Energy Committee: Cheryl reported that the committee had met and had discussed the regional energy plan, municipal enhanced energy plans and continuing the regional energy fair but moving it to **June 13th** to accommodate vendor schedules.

The Committee is also interested in ACRPC sponsoring a training on “Substantial Deference” vs “Due Consideration” in the context of the Public Utility Commission’s review of plans and how plans need to be written to receive “Substantial Deference”.

Local Government: Shannon noted the committee had not met, but that it will meet soon to review Ferrisburgh’s plan. Shannon also intends to expand its role this spring.

Natural Resources: Arabella noted that the Natural Resources Committee did not meet, but the Basin Water Quality Council met this afternoon. She noted they approved three new applications for water quality projects and amended an existing project’s funding.

Transportation Advisory Committee: Shannon noted the TAC had met. VTrans presented on Right of Way planning. The TAC engaged in a discussion on providing more funding for capital planning for two more towns and Mike Winslow, ACRPC’s Transportation Planner, gave some regional project updates.

Economic Development: Did not meet.

Housing: Did not meet.

Old Business

Regional Plan Update: Adam stated that staff filed a complete draft of the Addison County Regional Plan with the Land Use Review Board (“LURB”) last week. The LURB will hold a hearing on the Plan on February 17th at 1:30, after a bus tour of the Region starting at ACRPC at 9:00 a.m. Upon the LURB’s review of the plan, staff will address the LURB comments and then go to formal hearings. ACRPC will hold two hearings in the spring, currently planned for the March and June Full Commission meetings and then, assuming all goes well, look to have the Full Commission vote to adopt the plan by its July meeting.

Staffing/Financial Update/Audit Update: Please see the Treasurer’s Report above regarding the financial and audit update. Regarding staffing, Adam noted that Maddison Shropshire has done an excellent job for us getting the regional plan together working as a consultant. We will have largely used our consultant budget by the end of her current contract at the end of January.

However, the budget also anticipated hiring a new staff planner, so we have significant funding in the budget left under salaries and benefits. Adam noted that given the continued funding uncertainty around our bookkeeping, which should be resolved soon, he preferred to keep a short-term contractual relationship rather than invest in a new hire. Adam proposed extending Maddison’s contract for four months to June 30th at the same compensation level. **Tim Davis moved to support Adam’s proposal. Stephen Pilcher seconded the motion, which passed unanimously by a voice vote/show of hands.**

Other: None.

NEW BUSINESS

Other: None.

MEMBERS’ CONCERNS/INFORMATION

None.

EXECUTIVE SESSION

None.

ADJOURNMENT

Shannon ordered the Executive Board adjourned by unanimous consent at 7:03 p.m.

Respectfully submitted,

Adam Lougee

Meeting Minutes
Addison County Regional Planning Commission
Wednesday, January 14, 2026

ACRPC held its December meeting at its office at 14 Seminary St. Middlebury and via ZOOM with the Chair, Shannon Haggett presiding.

ROLL CALL:

Addison:

Bridport: Ed Payne

Bristol: Ron Dendas

Cornwall: Anna Burns

Ferrisburgh: Arabella Holzapfel

Steve Huffaker

Tim Davis

Goshen:

Leicester: Diane Benware

Lincoln: Steve Revell

Middlebury: Melanie Sands

Hugh McLaughlin

Monkton: Stephen Pilcher

Debra Sprague

New Haven: Harvey Smith

Orwell:

Panton:

Ripton: Jeremy Grip

Salisbury:

Shoreham:

Starksboro: Tom Perry

Herb Olson

Vergennes: Shannon Haggett

Cheryl Brinkman

Waltham:

Weybridge:

Whiting: Jennifer Erwin

CITIZEN INTEREST REPRESENTATIVES:

Otter Creek Audubon Society: Ron Payne

Otter Creek Natural Resources: John Roberts

AC Farm Bureau:

AC Economic Dev Corp:

AC Chamber of Commerce:

HOPE: Jeanne Montross

ACRPC EXECUTIVE BOARD

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Vice-Chair: Joe Andriano

Secretary: Cheryl Brinkman

Treasurer: Tim Davis

At Large: Arabella Holzapfel

Stephen Pilcher

Harvey Smith

STAFF

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Katie Raycroft-Meyer & Danelle Birong

Emergency Mgmt Planner: Andrew L'Roe

Energy Planner: Jolyon Larson

GIS Data Manager/Natural Resources Planner:

Hannah Andrew



7:00 p.m. Business Meeting: Shannon Haggett, the Chair of the Commission, opened the meeting at 7:01 p.m. by welcoming the Commission members and any guests present. Shannon handed the floor to Adam Lougee, the Executive Director. Adam noted that he and Rebecca Elder and Mike Winslow were here to present the draft of the Addison County Regional Plan to the Full Commission. Adam stated they were looking for substantive comments at this point. Adam opened the discussion. Most of the discussion included:

1. Comments on the school information contained in the Community Facilities Section,
2. Comments the Population and Housing Section of the Plan and making sure:
 - a. that housing opportunities still exist outside the growth areas
 - b. that housing opportunities exist for group housing associated with social services, and
3. a focus on improving health through all policies.

Staff recorded the comments. The meeting was also recorded and is available on ACRPC's YouTube Channel <http://www.youtube.com/@AddisonCountyRPC>.

Shannon thanked staff for their presentation and Commissioners for their comments and closed the comments on the Plan at about 7:55. **Ron Dendas moved to send the draft of the plan to the Land Use Review Board for their informal comments. Harvey Smith seconded the motion. The motion passed by a voice vote/show of hands with all voting in favor, except for Herb Olson who abstained.**

- I. Approval of the December 10, 2025 meeting minutes: Steve Revell moved approval of the minutes. Arabella Holzapfel seconded the motion. The minutes passed by a voice vote/show of hands, with Shannon Haggett and Jeremy Grip abstaining**
- II. Executive Board Minutes:** Shannon noted that the Executive Board did not meet after the December 10th Full Commission meeting.
- III. Treasurer's Report:** Adam stated he did not have a new Treasurer's Report to present. He noted we continue paying bills and payroll and invoicing and are catching up. He hopes to have a complete Treasurer's Report soon but does not want to provide bad information. In the meantime, he shared bank balances and invoicing information showing that we are moving in the correct direction. Adam also noted that our audit would be delayed this year because of our need to complete the books. The Executive Board has chosen to return to Vance Debouter for the audit. We are currently providing Vance with new information and will provide him with everything this month, with the goal of completing a full audit by March or April. At that time Adam noted he expected he would also have complete Treasurer's Reports for the Board.
- IV. Committee Reports:** With the focus on completing the Regional Plan, no committees met in December.

- V. **Joint Partners Report/Delegate Staff Recognition:** Alex from ACEDC complimented the work of the draft regional plan. Adam likewise praised the work that all the committees, staff and ACEDC had done to complete the draft of the Regional Plan.

VI. **Old Business:**

Maple Broadband Update: Steve noted Maple Broadband now has about 654 customers. They have also tentatively received the BEAD award for the Addison Region, which will provide a total of \$14M in funding for them to complete their buildout. They have completed construction for the year and are working to finalize the BEAD funding. They are also creating a “Long Drop” program that will allow Maple Broadband to help subsidize about \$1,000,000 of customer’s building needs where customers desire fiber but had been unable/willing to fund the construction of the last leg of service to their houses because of high costs caused by very long service lengths.

Audit Discussion: See the Treasurer’s Report above.

Other: None.

VII. **New Business:**

Other: None.

VII. **Member’s Concerns/Chair Comments:**

IX. Adjournment: There being no further business, **Shannon adjourned the Commission by unanimous consent at 8:04 p.m.**

Respectfully submitted,

Adam Lougee, Director