

ADDISON COUNTY REGIONAL PLANNING COMMISSION
 EXECUTIVE BOARD MEETING
 April 22, 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
New Haven Harvey Smith
Orwell Joseph Andriano
Vergennes Shannon Haggett
 Cheryl Brinkman

STAFF: Adam Lougee, Executive Director

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

MINUTES

Harvey moved to approve the March 25, 2026 minutes. Tim Davis seconded the motion. The motion to approve the minutes passed unanimously by voice vote/show of hands with Joe Andriano abstaining.

TREASURER’S REPORT

Adam provided an update on the status of our financial operations. Adam shared the current bank balances, still up considerably over our low in July and an accounts receivable page, showing significant and timely billing and payments. Invoicing is current. Adam also presented the draft Balance Sheet and P and L for fiscal year ending June 30, 2025. Those have been presented to the auditor for review along with all other financial records he has requested to date and Vance has started work reviewing our financial records. We have also started work on the current year, which should go much more quickly than the previous year.

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

Act 250: The Committee received the staff report on the energy storage facility proposed for the City of Vergennes.

Local Government: Shannon noted the committee will meet in New Haven on May 11th to do a limited review of its plan.

Transportation Advisory Committee: The TAC met. It received a presentation on its role in how VTrans gathers public input for its Transportation Planning initiative with the Federal government. Matt also noted that VTrans would not be asking the TACs to do regional project prioritization this year because VTrans is projecting that the projects it currently has in its pipeline will not be built out until 2040, and therefore it is not adding new projects.

Nominating Committee: Cheryl noted the Nominating Committee met after the last Full Commission meeting and will propose a slate for the Executive Board at the annual meeting as follows:

- Shannon Haggett, Chair
- Steve Pilcher, Vice Chair
- Tim Davis Treasurer
- Arabella Holzapfel, Secretary
- Harvey Smith
- Melanie Sands
- Anna Burns

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”) on January 23rd. The LURB accepted it as complete on January 26th. The LURB held 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. Both Adam and Shannon noted that ACRPC had good representation at the hearing and that the LURB was generally very positive about ACRPC’s plan. The LURB had 60 days to review ACRPC’s plans and issue comments. Staff is addressing the LURB comments. ACRPC held the first of its two formal hearings on April 8th and are revising the plan to respond to the few comments received at that meeting. Staff will issue a revised plan supported by a substantial changes memo in the first week in May in preparation for its second hearing on June 10th at the Full Commission meetings. Then, assuming all goes well, staff will look to have the Full Commission vote to adopt the Plan at its July 8th meeting and resubmit the final plan to the LURB for its approval by July 23rd.

Draft FY2027 budget: Adam presented a more refined budget for FY 2027. We generally ask the Full Commission to adopt the budget at the June meeting, so we will refine it further. Adam noted he would get it to a balanced budget by that meeting. He noted that this year would be a little more challenging than the past couple of years, primarily because of federal funding uncertainty, but we are much closer and he still has some levers to pull. Adam walked the Executive Board through the proposed budget.

Annual Meeting Speaker, Location, Caterer, Bertha Hanson Award: Adam noted he had secured Kay Firth-Butterfield, an AI expert, ethicist and author from Orwell, to serve as our speaker. He thanked Joe for bringing her to ACRPC. Our meeting will be at the Middlebury Inn on May 13th from 5:00 p.m. to about 8:30 p.m. featuring a social hour, dinner, our speaker and a brief business meeting. The Executive Board selected the Bertha Hanson award nominee to be presented at the Annual meeting.

Other: None.

NEW BUSINESS

Approval of TAC recommendations to the USDOT: At its previous meeting the TAC chose to create a response to the USDPT regarding transportation in Planning in Vermont. That response is due on May 28th. The Executive Board reviewed the proposed TAC response. **After limited discussion, Arabella moved to approve the TAC response and send it to USDOT. Cheryl Brinkman seconded the motion, which passed unanimously.**

Other: None.

MEMBERS' CONCERNS/INFORMATION

None.

EXECUTIVE SESSION

None.

ADJOURNMENT

Shannon ordered the Executive Board adjourned by unanimous consent at 7:25 p.m.

Respectfully submitted,

Adam Lougee