

DRAFT

ADDISON COUNTY REGIONAL PLANNING COMMISSION EXECUTIVE BOARD MEETING

Wednesday, October 30, 2001

The Addison County Regional Planning Commission Executive Board's October 30th, 2001 meeting was held at the regional planning commission's office in Middlebury with Thea Gaudette presiding.

ROLL CALL:

<i>Bristol</i>	Bill Sayre
<i>Cornwall</i>	Don Shall
<i>Middlebury</i>	Karl Neuse
<i>Monkton</i>	Thea Gaudette
<i>Waltham</i>	Tom Yager
<i>Whiting</i>	Ellen Kurrelmeyer

STAFF:

Adam Lougee
Brandy Saxton

BUSINESS MEETING:

The Executive Board convened its regular meeting at 7:30 p.m.

APPROVAL OF MINUTES:

Tom moved to accept the minutes, as corrected, of the September meeting. Ellen seconded the motion, which passed unanimously.

TREASURER'S REPORT:

Adam explained the Treasurer's Report. Cash flow is positive and the commission is in good financial shape. Last meeting Adam had noted that we are receiving an extra \$14,000 distribution from DCA from a surplus from last year. This distribution basically replaces the \$10,000 taken away last December. Adam explained that the contract amendment had come in and that the contract did not grant the RPC an additional \$14,000. Instead it gave \$14,000 now and took \$14,000 out of the December payment. VAPDA is working on the contract amendment with DCA. Adam noted he would keep the Executive Board informed as to what happens. **Bill moved to accept the treasurer's report. Karl seconded the motion, which passed unanimously.**

DRAFT

COMMITTEE REPORTS:

ACT 250: Adam noted that we had received two telecommunications act 250 applications for more antennas on silos along Route 7.

Transportation Advisory Committee: Adam noted that the TAC had looked at the Self Certification document for procurement and approved it last meeting and had also sat down with Bob Hall, the Town Administrator for Bristol, and created an RFP for a study of parking and traffic related problems in the village area.

Housing Committee: Please see the discussion below.

Local Government Committee: Ellen noted that the local Government Committee had not meet since it had recommended and received approval by the Full Commission of Whiting and Orwell's Town Plans.

Natural Resources Committee: Adam noted that the Committee had met, discussed both the TMDL and the Basin Program's Opportunities for action. Kevin had drafted a letter for Adam 's signature from the committee requesting more time to comment on the Opportunities for Action because of several water quality related concerns. Adam distributed the letter to the Executive Board for its review.

OLD BUSINESS:

Self-Certification for Vermont Agency of Transportation funded purchases: Adam explained that the Executive Board had reviewed this in July, had made changes to ensure the procurement system complied with our bylaws and passed it back to the TAC for its approval. The TAC had approved it at its last meeting and it was back for the approval of the Executive Board. **Tom moved that the Board approve the self-certification for AOT purchases. Karl seconded the motion, which passed unanimously.**

VAPDA Minutes: Adam distributed the minutes and answered questions from the Executive Board.

Approval of the Population and Housing Section of the Regional Plan: Brandy noted that the Housing Committee had completed its work on the Housing and Population Section of the Plan and had updated the introduction and made non-substantive changes to make sure the entire plan remained internally consistent with the changes made. Bill Sayre, having served on the committee, summarized the committee process. He noted that the committee had worked to draft reasonable compromises, updated all statistical information available, and come up with a section of the regional plan that all can support. Bill noted that the committee had considerable discussions concerning affordable housing with some on the committee favoring a free market approach to solving affordable housing and others favoring government programs. However, overall Bill noted that the document recognizes both views and reflects a reasonable compromise.

Bill asked Brandy to discuss the housekeeping changes that had been made to the plan. Brandy noted that we had brought the history of the plan up to date, changed the introduction and performed some housekeeping to make sure all references in the plan referenced actual sections.

Ellen asked whether the plan included any data on land use constraints, like the onsite septic regulations? Brandy noted that these constraints were not noted in the housing section of the plan, but that in facilities and utilities section she believes it is noted. Ellen noted that Whiting had adopted local septic regulations closing the 10-acre loophole and it had virtually eliminated the ability to build new houses in Whiting. She noted she was concerned by ANR's proposal to close the 10-acre loophole before allowing for alternative systems. Bill concurred.

Karl asked about a table that had been in the Housing section, but did not appear in the last draft. Brandy explained that the table had been moved to the Economic Section of the plan. Karl asked if the table could be put back in the Housing section. Bill concurred that we should probably keep that table in the Housing Section of the Plan. **After some further discussion Bill moved that the Executive Board approve the committee's draft for the approval of the full commission, with the table on affordable housing added if the Housing Committee would consent to the addition. Karl seconded the motion, which passed unanimously.**

Part-time Watershed Planner and Secretary for Full Commission Meetings. Adam noted that he had placed ads in the papers for these positions and was accepting resumes for the positions. Adam also noted that in light of the uncertain budgets for the RPCs in the future, he would represent the job as lasting only until June 30th of next year.

Other: Tom requested that we contact the other RPCs in the basin to get their support to extend the timeline on the Basin Programs Opportunities for Action. Adam noted that they would be sent copies of his letter requesting more time.

Bill asked Adam how our alternative system study was progressing. Adam noted that we had hired Otter Creek engineering to continue that study and should be receiving our first report soon.

NEW BUSINESS:

RFP Part-time Watershed Planner and Secretary for Full Commission Meetings: Adam explained what he was looking for in the position. Bill recommended that as Adam interviewed he should try to discover how each applicant was predisposed towards this issue. Ellen added that we want a public servant who will not imprint their own opinions on the Commission's business.

Audit: Adam noted that the auditors had given the commission a clean bill of health. He also noted that their sole recommendation consisted of automating the books. Adam noted that they were working on it. Thea asked how records were backed up and she and Karl strongly recommended that the commission develop a backup procedure.

Local Emergency Planning Commission # 8 (Addison County) Forum on Terrorism: Adam informed the Executive Board that the Local Emergency Planning Commission # 8 (Addison County) is hosting a Forum on Terrorism Nov. 1, 7:00 p.m. Mead Chapel, Middlebury College.

Municipal Planning Grant applications; Brandy reviewed the list of towns applying for municipal planning grants this year. She noted Addison County would receive roughly \$53,000 and that municipalities within the county had submitted requests totaling approximately \$72,000. Towns applying include: Bridport, Ferrisburgh, Leicester, Orwell, Vergennes and Whiting.

Letters of Support Enhancement Grant Applications: The Executive Board reviewed the Transportation Enhancement Applications approved by the TAC earlier in the month. One involved bike training for children, one concerned the Birding Trail and the last proposed to purchase property on Otter Creek in Middlebury for conservation. The board had several question regarding the purchase of land in Middlebury and directed Adam to speak with Goia Kuss, director of the Middlebury Area Land Trust, about the boards concerns.. Karl moved that Adam be granted the discretion to approve the Middlebury Land Trust's Application, pending a favorable response and to support the other applications. Don seconded the motion, which passed unanimously.

Other: None

ADJOURNMENT: There being no further business, **Tom moved to adjourn the meeting. Ellen seconded the motion and it was approved unanimously.** The meeting adjourned at 9:30 p.m.

Submitted by: Adam G. Lougee