

DRAFT

**ADDISON COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE BOARD MEETING**

March 31, 2004

The Addison County Regional Planning Commission's Executive Board meeting was held at the regional planning commission's office in Middlebury with Don Shall presiding.

ROLL CALL

Cornwall Don Shall, chair
Middlebury Karl Neuse
Monkton Thea Gaudette
New Haven Harvey Smith,
Orwell
Watham Tom Yager,
Whiting

STAFF

Adam Lougee, Director

BUSINESS MEETING:

The Executive Board convened its regular meeting at 7:10 p.m.

APPROVAL of MINUTES:

After a review of the minutes, **Karl made a motion to pass the minutes, Thea seconded the motion and the minutes were approved unanimously.**

TREASURER'S REPORT:

The board reviewed the treasurer's report. Adam noted that all the outstanding invoices to VT Emergency Management for payment have been paid. **Thea moved to accept the report, Don seconded and all approved.**

COMMITTEE REPORTS:

Local Government Committee: Thea noted that the Committee held a meeting to revise the procedures that the local government committee uses to approve plans in an attempt to notify both the planning commissions and Selectboards about any problems with plans earlier in the process so that we can make substantive changes before the public hearings.

ACT250/248: Adam reported that we had received several minor applications since the full commission meeting including:

1. A two lot subdivision in Charlotte affecting a small amount of land in Ferrisburgh
2. The application for approval of an existing 32 X 60 garage owned by Lisa and Marcel Brunet in Ferrisburgh, which the District Commission ruled will be treated as a minor;
3. The District Commission also ruled it would treat the Starr Shelter Reconstruction as a minor;
4. The application of the Vergennes Panton Water District to extend 8,300 feet of Pipe under Arnold Bay Road will also be treated as a minor.

Economic Development: Adam reported that we had scheduled two public hearings regarding our amendment of this portion of the Regional Plan and re-adoption of the entire plan. The first will take place just prior to the Full Commission Meeting. The next will take place immediately before the April Executive Board Meeting.

Natural Resources: The Committee did not meet this last month. It will meet this month with officials from the Green Mountain National Forest to discuss the pending Outstanding Water Resources petition and the GMNF's planning process.

Transportation Advisory Committee: TAC Bylaws will be discussed under Old Business. Adam handed out a letter that Garrett has written on behalf of the TAC regarding the administrations taking money away from Route 7 in favor of the interstate. The Executive Board reviewed the letter and voted unanimously to endorse Jeff Nelson, the Vice-chair of the TAC to send it on behalf of the Commission.

Utilities and Facilities: Handed out section last

OLD BUSINESS

VAPDA minutes: Adam distributed the March VAPDA minutes. The board reviewed the minutes and noted that they were easily readable.

VELCO Update: Adam noted that the new schedules were out. The first round of hearings closed early in March. The next round of hearings, concerning the Re-route filing will dominate the next couple of months, and then the proceedings will move back to rebuttal phase in the beginning of July. Adam noted that he was pleased to see that Ferrisburgh had chosen to retain the same representation as the City of Vergennes. Accordingly, those municipalities will not be in conflict regarding the location of the line. Adam noted that he felt it best for ACRPC to limit its participation during the re-route to supporting the positions of the towns affected by the re-route. Generally, Adam noted that he felt the re-rout location was better than the initial proposal through downtown Vergennes.

Adam also noted that many of the towns and the department of public service were working with VELCO to form a working group to address aesthetic mitigation. Adam noted that, if that effort moves forward, he would authorize Jean Vissering, the landscape architect that the commission shares with Middlebury, who may also work for Ferrisburgh and New Haven, to represent the commission. Adam has also contacted or hopes to meet with groups in Leicester and Salisbury to get their concerns regarding the need for aesthetic mitigation within their respective towns.

TAC Bylaws: The TAC has adopted Bylaws for review and approval by the Commission. Karl noted that he has concerns over the Commission's oversight of TAC actions. The Bylaws will be forwarded to the Commission for consideration.

Other: No items.

NEW BUSINESS

Proposed 2004 Budget Amendment and 2005 Budget: Adam distributed his first draft of a proposed revised 2004 budget and a proposed budget for 2005. Adam started with the revisions to the 2004 budget and noted that our involvement in the VELCO case had eaten up our reserve and currently has us projected to be slightly over budget for 2004. He also noted that many costs, most notably insurance had been increasing over the previous year and the amount budgeted. Karl noted that ACRPC's goal was to run a balanced or positive budget and instructed Adam to find a way to balance the 2004 budget. Adam noted that given the small projected deficit, he felt that balancing the 04 budget could be achieved.

Adam then led the Executive Board through the 2005 projected budget. Adam noted that he was very concerned about the coming years budget. He must continue to project increasing cost, while our major state sources of budget, the Agency of Commerce and the Agency of Transportation have level funded our budgets again. Additionally, Project Impact, a major funding source for the last couple of years will end in June, substantially reducing our revenues. Adam noted that he would continue to work on the budget and would like to bring a revised budget to the Full Commission meeting. The Executive Board noted that we would not adopt the budget until our Annual meeting in May and authorized Adam to keep working on the budget before bringing a new draft to the April Full Commission meeting. The Executive Board will look at the budget again and Workplan next month.

Other: None.

ADJOURNMENT: The meeting adjourned at 8:45 pm.

Submitted by: Adam Lougee