

**DRAFT**

**ADDISON COUNTY REGIONAL PLANNING COMMISSION  
EXECUTIVE BOARD MEETING  
July 28, 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**

<i>Bristol</i>	Bill Sayre
<i>Cornwall</i>	Don Shall, chair
<i>Middlebury</i>	Karl Neuse
<i>Monkton</i>	Thea Gaudette
<i>Orwell</i>	Andrea Ochs
<i>Vergennes</i>	Renny Perry
<i>Waltham</i>	

**STAFF**

Adam Lougee, Director

**BUSINESS MEETING:**

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

**APPROVAL OF MINUTES:**

The Executive Board reviewed the minutes of their last meeting. Thea Gaudette moved to approve the minutes. Andrea seconded the motion. All approved, except Renny Perry who abstained.

**TREASURER'S REPORT:**

The board reviewed the treasurer's report. Adam noted that we received the first check from DHCA and that this had brought our cash flow back up to almost normal. He noted that it was still down more than normal for this time of year because of the reimbursable nature of project impact. Adam also noted that there were some other emergency management related bills that we had yet to send out and they were negatively affecting the balance sheet. Adam stated that he expected to rectify those by next month as we adjust the year-end and that he expected to end the year with a small surplus of funds. Andrea moved to accept the report, Thea seconded and all approved.

## **COMMITTEE REPORTS:**

Local Government Committee: The Committee has a meeting on August 12, 2004 at 7:00p.m. in Addison to review their town plan.

ACT250/248: Adam reported that one new Act 250 applications had been submitted to the Commission in July. Michael Ladue received a permit for a one-lot subdivision in Bristol.

Economic Development: No meeting. Don requested that Adam remind members bring their survey to the next meeting.

Natural Resources: No report.

Transportation Advisory Committee: Adam reported that the TAC met July 21<sup>st</sup> and spent the meeting reviewing FY05 Transportation planning study requests (i.e. uses for the \$50,000 we set aside for outside consultants to work on planning projects.) Adam Reported that the City of Vergennes will get \$12,000-15,000 to study the intersection at Main Street and McDonough Drive and receive another \$6,000-\$8,000 in concert with Ferrisburgh to plan for linking the sidewalk system in Vergennes to the Park and Ride. Cornwall will get \$15,000 for a town wide bike/ped plan and we will reserve another \$10,000-\$12,000 to continue work on the culvert inventories we have been doing for towns in the region.

The TAC also review Transportation Enhancement letters of intent and prioritized projects within the region. The TAC ranked applications as follows:

1. City of Vergennes for a sidewalk project on the bridge on 22A associated with its gateway project;
2. Town of Middlebury, Downtown historic street lighting;
3. Town of Bristol Howden Hall renovations;
4. MALT Otter Creek Access Project;
5. New Haven Town Center Development

Utilities and Facilities: Andrea reported that the committee had met with Liz Fitzsimmons concerning the Vergennes Partnership and the Shoreham Commons Task Force. She reported that Liz had shared information regarding revitalizing town centers. She also noted that next month the committee would look at recreation within the region.

## **OLD BUSINESS**

VAPDA minutes: Not available.

VELCO Summary: Adam gave a summary of where we are in the VELCO process. He noted that the "Rebuttal" hearings were due to start next week. Adam noted that Ed

Fagen and Jean Vissering both provided rebuttal testimony on behalf of the region and that he would be participating relatively heavily in this round of proceedings.

Other: None.

## **NEW BUSINESS**

Committee Assignments: Adam handed out the committee requests that he had received to date. He noted that he did not have enough to make the discussion worthwhile. He has sent out a second request and will delay appointments until next month.

Adam also requested that the Executive Board address three procedural issues. First, Can Alternates serve on a committee? Second, if they can serve on a committee, can they vote or merely participate and lastly, how are people appointed mid-year. The Executive Board addressed each issue in turn.

1. Alternates can and are encouraged to serve on committees.
2. However, alternates can only vote if the delegate from the town is not voting.
3. People are appointed to committees mid year by submitting a request to be appointed to the Executive Board, which will then act on the request.

Auditors: Adam noted that we have used Miller Deverill as our auditors for a number of years and would like to retain them this year since they are familiar with our books and Project Impact would be ending this year. The Board agreed, authorized Adam to retain Miller Deverill this year and requested Adam to advise them that we would probably go out to bid next year.

TAC Project Selection: The Executive Board ratified the selections made by the TAC in their July meeting.

2004 Year End Report to DHCA: No report.

Other: The Executive Board suggested some topics it would like to see addressed at upcoming meetings including:

1. Program on changes to Chapter 117.
2. A program on the Stormwater Program;
3. A program regarding School funding and its effects on land use decisions.
4. A presentation by International Paper on their proposed test burn.
5. A discussion of regarding using methane as a fuel source.

**ADJOURNMENT:** Thea moved to adjourn the meeting, seconded by Andrea and the meeting adjourned before 9:00 pm.

Submitted by: Adam Lougee