

DRAFT

**ADDISON COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE BOARD MEETING
December 29, 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

Bristol Bill Sayre
Cornwall Don Shall, chair
Middlebury Karl Neuse
Monkton Thea Gaudette
Orwell
Vergennes
Waltham Tom Yager

STAFF

Adam Lougee, Director

BUSINESS MEETING

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

APPROVAL OF MINUTES

The Executive Board reviewed the minutes of their last meeting. **Thea moved to approve the minutes. Tom seconded the motion. All approved.**

TREASURER'S REPORT

The Board reviewed the treasurer's report. Adam noted that cash in our accounts are in a good position since we have now received 100% of our contribution from DHCA. Adam pointed out the one element on the treasurer's report that is over budget is on the last page of expenses and entitled GIS/Local TA. Adam noted that most of the money in that category was to pay Jean Vissering for her work on our behalf in the VELCO case. He also noted a \$1,196 credit against that expense on the last line of the revenues stemming from VELCO paying a portion of her costs during the collaboration stage. Hence, Adam noted that we were a little over the \$5,000 budgeted to VELCO, but given what other towns had spent on the case, and the amount of time the case had taken over what was initially expected, he was pleased with the costs. **Thea moved to accept the report, Tom seconded the motion and all approved.**

COMMITTEE REPORTS

Local Government Committee: The Local Government Committee has a meeting in Ripton on its town plan on January 18th.

ACT250/248: Adam reported we had received two new applications. The First is a 3-lot residential subdivision on Picnic Lane in the Town of Bristol requested by Francis and Diane Heffernan. The second is a for a 7 lot subdivision on Pine Street also in Bristol requested by Bruce Ladeau and Jeanie MacDonough. Both will be treated as minor applications. As such, no hearing will be scheduled unless a party sends notice to the District Commission prior to January 14th (Heffernan) or January 24th (Ladeau). Adam also noted that three permits issued. The first to David and Wendy Livingston for a garden center on the Corner of Route 116 and Route 17 in Bristol, the second for Autumn Harp's expansion in Bristol and the last for Porter Hospital's expansion of its facilities. Adam also noted that Freedom Acres Gravel Pit had submitted updated information with its application and that the Attorney for the Trickett's had filed a Motion for Summary Judgment in the Ochs/Trickett Jurisdictional Opinion case.

Economic Development: No meeting.

Natural Resources: No meeting.

Transportation Advisory Committee: No meeting until January. Adam did note that Garrett Dague, ACRPC's Transportation Planner had recently given his resignation, so we will be working to fill that position. Adam noted that Garrett has worked for the commission for 4 years and that we will be sorry to see him go.

Utilities and Facilities: Adam noted that the Committee is meeting on January 4th to discuss the recommendations for changes that various commissioners and staff had made regarding the proposed Utilities and Facilities Section of the Plan.

OLD BUSINESS

VAPDA minutes: The minutes of the last VAPDA meeting were not available.

VELCO Summary: Adam gave a summary of where we are in the VELCO process. He noted that the testimony is completed and that closing briefs and reply briefs have been filed. He distributed the reply brief he prepared on behalf of the regional planning commission. He noted that the Board expected to make a decision by January 24th.

Audit: Adam distributed the audit report. He noted he is generally pleased with it. At the end of the year, after depreciation, revenues exceeded expenditures by a little over \$6,000. Adam noted that the only findings included cautioning statements regarding investing ACRPC's fund balances in FDIC insured institutions (Banks vs. Brokerages) and specifically referencing the HSU program, suggesting that we not proceed with work until contracts are finalized. After a brief discussion, the Board noted that it was satisfied

with our current investment vehicles (Using money market accounts and bank accounts) and our business practices (Sometimes doing business on a handshake). **Tom moved to accept the audit report; Thea seconded the motion, which passed unanimously.**

Other: None

NEW BUSINESS

Review and re-write of the Introduction, Consistency and Future Land Use Sections of the Regional Plan:

The Board devoted the rest of the meeting to re-writing the Introduction, Consistency and Future Land Use Sections of the plans. Generally, they only changed the content to reflect the passage of time and to make sure that the sections of the plan were consistent with the changes that our committees had made to our plan, or to reflect changes that had been made to neighboring regions plans. Adam will make the final edits after the UFS Committee has made its final changes so that the sections are contingent with one another, bring it back to the E-board, who will then co-present these sections when the Utilities and Facilities Committee presents its draft.

Other: Tom suggested that we use the equine industry for our annual meeting.

ADJOURNMENT

Tom moved to adjourn the meeting, seconded by Karl and the meeting adjourned by 9:30 pm.

Submitted by: Adam Lougee