

**DRAFT**

**ADDISON COUNTY REGIONAL PLANNING COMMISSION  
EXECUTIVE BOARD MEETING  
March 29, 2006**

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

**ROLL CALL**

*Bridport* Andrew Manning  
*Bristol* Bill Sayre  
*Cornwall* Don Shall  
*Middlebury* Karl Neuse  
*Orwell* Andrea Ochs  
*Starksboro* Elissa Close  
*Vergennes*

**STAFF**

Adam Lougee, Director

**BUSINESS MEETING**

The Executive Board convened its regular meeting at 7:15 p.m.

**APPROVAL OF MINUTES**

The Executive Board reviewed the minutes of their last meeting. **Andrea moved to approve the minutes as amended. Elissa seconded the motion. The minutes were voted on and passed unanimously.**

**TREASURER'S REPORT**

The Board reviewed the treasurer's report. Adam noted that cash in our accounts are in a good position. **Andrea moved to accept the report, Andrew seconded the motion and all approved.**

**COMMITTEE REPORTS**

Local Government Committee: Adam reported that the local government committee met in Bridport last month and will meet in New Haven shortly. Orwell will also be asking shortly.

ACT250/248: Adam noted that since the projects were reviewed at the last full commission meeting, the following applications have come in:

## **New Applications:**

1. On March 23, 2006 Brown Novelty Company, Inc. filed an application to subdivide 17 single family homes from its property on Lower Plains Road in east Middlebury.
2. On March 23, 2006 Middlebury College filed an application to renovate and add to the Hillcrest Environmental Studies building. The District Commission has declared its intent to treat the application as a minor and no hearing will be held unless a party notifies the commission prior to April 25, 2006.
3. On March 31, 2006 the National Bank of Orwell submitted an application to build a branch office in Shoreham on the Junction of Route 74 and 22A. The District Commission has declared its intent to treat the application as a minor and no hearing will be held unless a party notifies the commission prior to April 14, 2006.
4. Jason Barnard Consulting submitted an application on behalf of Paul and Elizabeth Choiniere to build a 5,200 sq. ft. truck repair facility on Plank Road in Bristol.

**Approvals or Denials:** On March 17, 2006 the District 9 Environmental Commission issued a denial of the application of Lathrop Limited Partnership to Excavate Gravel from a parcel of Land on River Street in Bristol, noting that the Bristol Town Plan does not allow for that type of use in the RA-2 district.

## **Other:**

1. On March 19<sup>th</sup>, the Act 250 Committee met to discuss the Norris Application and recommended that Adam attend the hearing on behalf of the commission and comment on the potential traffic implications of the project to Route 7 and request that the District Commission design and enforce conditions as necessary to maintain Route 7's ability to carry high-speed traffic in the area a regional corridor.
2. On April 5, 2006 The District 9 Commission issued a recess order requesting additional information on the Application by Middlebury College, Eastview at Middlebury and Porter Hospital for a retirement community in Middlebury.

Natural Resources: Has not met.

Transportation Advisory Committee: The TAC met and discussed the State's new priority system. The TAC also discussed the Cross Street Bridge and the Safe Route to School project.

Bylaws Committee: Adam has sent the Bylaws with revision after the last meeting to Committee and will present revised Bylaws for the next meeting.

## **OLD BUSINESS**

VAPDA minutes: Adam distributed VAPDA minutes from the March meeting.

Annual Meeting and Topic and Location: The Executive Board reviewed a number of interesting topics and places for the annual meeting and selected as their top choices a dinner meeting at the Blueberry Hill Inn in Goshen with a Speaker from the Gund Institute on Environmental Economics.

Addison County Regional planning Commission Transportation Plan: Adam noted that he has asked staff to begin working on the transportation portion of the Addison county Regional Plan. He also requested clear direction form the Executive Board regarding how he should proceed to organize the project, balancing and coordinating the involvement of both the TAC and the regional planning commission. He noted that the TAC appeared inclined to want a majority of the work performed by a consultant, while the Commission preferred to use staff. The Executive Board advised Adam that the Commission and the TAC must work together for the project to be completed successfully and suggested that members of each be involved in drafting the project, possibly under co-chairs. They requested that Adam review his budget and explore ideas for organizing the project with Jeff Nelson, the Chair of the TAC. Adam informed the Executive Board he had scheduled a meeting for the following week.

Other: None.

## **NEW BUSINESS**

Nominating Committee: Read the report of the slate they intend to nominate for the Executive Board and Officers of the Board. The Board was pleased with the work of the Nominating Committee.

Proposed FY 2006-2007 Budget and Proposed FY 2006-2007 Workplan:

Adam reviewed the proposed workplan and budget with the Executive Board. He noted that it was a balanced budget that largely retained the current course of the organizations staff. He noted there could be several significant additions over the course of the year, but that he was not confident enough in their probability to include them as budget items. First, ACRPC applied for \$400,000 in Brownfields grants to start in the current year, but has not heard back regarding their status. Second, Adam noted his discussions with Nell to spend time this summer working with local watershed groups to secure clean and clear grants for implementing the watershed plans we have been creating.

The Board spoke with Adam about space constraints and encouraged Adam to work with Lance Phelps to secure the upstairs space when it becomes available this spring. They noted Rick's office is cramped and it would be appropriate to move Nell out of the conference room.

Awards for Delegates (Bertha Hanson Award):

The Board discussed and chose this year's recipient. Don asked that we make sure to get some press involvement for the Bertha award. Make sure that people that family members of the recipient are present.

Other: None.

## **ADJOURNMENT**

**Karl moved to adjourn the meeting. Andrea seconded the motion which passed unanimously. The meeting adjourned at 9:30 p.m.**

Submitted by: Adam Lougee