

DRAFT

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

May 31, 2006

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

Bridport Andrew Manning
Bristol Bill Sayre,
Cornwall Don Shall, chair
Middlebury Karl Neuse
Orwell Andrea Ochs
Starksboro Elissa Close,
Vergennes Renny Perry

STAFF

Adam Lougee, Director

Guests: Fred Dunnington, Incoming Chair
Thea Guadette, Incoming Board Member
Jeff Nelson, TAC Chair
Bill Finger, Middlebury Town Manager

BUSINESS MEETING:

The Executive Board convened its regular meeting at 7:05 p.m.

APPROVAL of MINUTES:

The minutes were reviewed and no changes were offered. Andrea moved approval, Renny seconded. All approved.

TREASURER'S REPORT:

The treasurer's report was reviewed by the board. Andrea moved to accept the report, Renny seconded and all approved.

COMMITTEE REPORTS:

Local Government Committee: The local Government Committee will meet in New Haven in July. The local Government Committee met in Salisbury on Monday, May 1st, 2006. A vote on its confirmation and approval should be on the full commission agenda.

ACT250/248: Fred gave the Act 250 report that Adam had sent out to the Committee earlier in the day.

Bylaws Committee: The proposed Bylaw amendments passed at the Annual Meeting. Adam will distribute the revised bylaws at the next full commission meeting.

Natural Resources: The committee did not meet.

Transportation Advisory Committee: Please see New Business below.

OLD BUSINESS

Transportation Plan Coordination:

Adam noted that he had invited Thea Gaudette, and Jeff Nelson, the Chair of the TAC To discuss ways ACRPC and the TAC can work together to coordinate creating the transportations section of the regional plan.

Jeff opened the discussion by giving his perspective on where the TAC wants to take the plan. He noted 3 primary concerns:

1. Document needs to be updated with current statistics;
2. Needs to be able to serve as an advocacy document so that when we go to the legislature the document speaks for itself and supports ACRPC's priorities.
3. Wants to get this done efficiently within a 12-18 mo. Period

He stated that his vision was to have staff work with a consultant to complete a plan in good order and fulfilling the objectives noted above. He noted that both the TAC and the RPC need to be involved in the process to keep control on the process and make sure we get the document that we want. He is interested and open to a joint sub-committee to steer the consultant and is interested in working with Thea to lead the committee.

Don noted that ACRPC had drafted Thea to serve as the liaison to the TAC for the Commission. Fred noted at the incoming chair he would like to make sure the Commission is involved early and often. Thea liked the approach Jeff outlined and noted it will foster both cooperation and transparency.

Renny suggested that we form the committee first and that committee structure the RFP. Jeff suggested that one crucial role for the consultant will be to manage the public process to a successful outcome.

Fred noted that we should consider creating an executive summary that serves as our outreach document.

Staff's involvement in the project can Kevin can do maps and Rick can gather the data and coordinate the process and consultant and help write specified portions of the document.

The Executive Board suggested creating a steering committee of two TAC members (Jeff Nelson and Bill Finger), Thea Gaudette, someone from VTrans, some one to represent the road commissioners. Adam expressed an interest in being present as well to allocate staff resources. All agreed this was a good plan of action and Jeff agreed to put it on the next TAC meeting agenda.

VAPDA minutes: VAPDA minutes were distributed.

Discussion of Water Quality/Erosion Hazards Work: Adam noted that over the last 3-4 years, we have performed a lot of water quality assessment work for both water quality and emergency management purposes. He noted that we have started to do some implementation projects and feels that given the funding available through the Governor's Clean and Clear Initiative, Senator Jeffords' Stormwater earmark, and the Army Corps. Adam informed the Executive Board that he has asked Nell to focus on grant writing this summer after she completes here current work and anticipates we could get a lot more work in this area.

Safe Routes to Schools Applications: Adam noted that four communities had submitted Safe Routes to Schools applications in Addison County. Depending upon their success, a certain amount of money to initiate those programs will pass through ACRPC. When we know the outcome of the grant applications, ACRPC will need to decide how to participate in those programs, either by staffing them or sub-contracting the work.

NEW BUSINESS

EPA Brownfields Grant Award (Petroleum Assessment): Adam noted that ACRPC had recently received word that it has been awarded a Brownfields Grant of \$200,000 for the Assessment of sites contaminated by petroleum. The award was announced May 12th. To date, Adam does not know a lot about the project, but he shall be attending a workshop on the program in Chelmsford, MA on June 16th.

Other New Business: No items.

ADJOURNMENT: The meeting adjourned at 8:27 pm.

Submitted by: Adam Lougee