

DRAFT

ADDISON COUNTY REGIONAL PLANNING COMMISSION EXECUTIVE BOARD MEETING

July 26, 2006

The Addison County Regional Planning Commission's Executive Board meeting was held at the regional planning commission's office in Middlebury with Elissa Close presiding, until the arrival of the Chair Fred Dunnington.

ROLL CALL

<i>Bridport</i>	Andrew Manning
<i>Bristol</i>	Bill Sayre
<i>Middlebury</i>	Fred Dunnington
<i>Monkton</i>	Thea Gaudette
<i>Orwell</i>	Andrea Ochs
<i>Starksboro</i>	Elissa Close,
<i>Vergennes</i>	Renny Perry

STAFF

Adam Lougee, Director

BUSINESS MEETING:

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

APPROVAL of MINUTES:

The minutes were reviewed. Andrea noted that the minutes should have reflected that Fred Dunnington was also present at the June meeting. **Andrea moved approval of the minutes as revised, Thea seconded the motion. All approved.**

TREASURER'S REPORT:

The treasurer's report was reviewed by the board. Adam noted that he expected the budget to come in close to that projected in the amended budget. **Andrea moved to accept the report, Andrew seconded and all approved.**

COMMITTEE REPORTS:

Local Government Committee: The local Government Committee will meet in Ferrisburgh in August.

ACT250/248:

1. On June 15, 2006 Ferrisburgh Realty Investors filed an application for a 22 lot residential development off of Stage Road in Ferrisburgh. The District Commission

has scheduled a site visit (9:00a.m.) and a hearing (9:45 a.m.) at the North Ferrisburgh Methodist Church on July 19, 2006.

2. On July 6, 2006 Vermont Industrial Parks filed an application to amend an existing Land Use Permit to construct an 18,000 sq. ft. building addition to the Autumn Harp facility in the Town of Bristol.

Approvals or Denials:

1. On June 30, 2006 the District #3 Environmental Commission issued a Land Use Permit to Peter and Delores Norris for an 8 lot commercial subdivision on Route 7 in New Haven.
2. On July 5th, 2006 the District #9 Environmental Commission issued a Land Use Permit to the Middlebury College Snowbowl to conduct trail work.

Other:

1. 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. On May 25th the District 9 Commission issued a second order in the case requesting that Eastview, Porter and Middlebury College file additional information relating to the control of the tract for purposes of evaluation of the application under Criteria 9B of Act 250. The parties continue to make motions regarding the scope of the evidence required.
2. May 1, 2006 HIS Catamount Marble Works LLC filed an application for a 30 unit residential condominium project in the Marble works in Middlebury. A hearing will be held in the Middlebury Town offices on June 7, 2006 at 9:45 after a 9:00 a.m. site visit. On June 7th the District 9 Commission conducted a site visit of the proposed condominium development in the Marble Works and issued a recess order of further information that it would need to render a decision. HSI filed the information to comply with the recess order June 21, 2006.
3. On May 2, 2006 Lamereux and Dickinson filed an application on behalf of the South Ridge Subdivision and the Lodge at Otter Creek. The Lodge at Otter Creek consists of a retirement community center with 100 units and a common dining area and community center, 38 “cottages” and 14 “townhouses”. The South Ridge development will consist of 44 single family homes and the infrastructure serving them and specifically reserving a 117 acre parcel for future development. The development is planned for Middle Road in Middlebury. A site visit was at 9:00 a.m. and the Hearing at 10:00 at the Middlebury Town offices. There appeared to be little opposition to the project. The District Commission issued a Recess Order requesting more information on June 23, 2006.
4. The Lathrop Limited Partnership has filed a Motion for Summary Judgment in its appeal of the denial of its land Use Permit by the District 9 Commission.

Natural Resources: The committee did not meet. Andrea noted that several members of the committee continue to express interest in being more active in the future. Fred noted that he will take that into consideration when making committee appointments.

Transportation Advisory Committee: Thea noted that the Steering committee for the Transportation plan had completed its work on the request for proposals and would send that out shortly.

OLD BUSINESS

VAPDA minutes: VAPDA minutes were not available. Adam will send them out.

Staffing Discussion (Safe Routes to Schools/ Brownfields Grant: Adam reported that after looking through the budget and reviewing these grants he felt that it would be appropriate to hire an additional staff person and requested permission to do so. He noted that each grant runs for a period of two years. **Andrea moved that Adam hire positions to keep them in house. Thea seconded the motion. All approved.**

Other. None.

NEW BUSINESS

Committee and representative assignments: Fred asked Adam how the response had been regarding of the committee appointments. Adam noted that he had about of 1/3 of the responses back. He will write a letter to all that have not responded requesting that they select some committee responses. Fred also asked that Adam make sure to circulate a list of requests with the packet before the next Executive Board meeting. The Board discussed how they should select chairs (What qualities did they want to foster?)

Adam also noted that we also have the right to appoint members to various state and regional boards:

Vermont Association of Regional Planning Commissions
Vermont Economic Progress Council
Rural Conservation and Development
Comprehensive Economic Development Strategy
Addison County Economic Development
Addison County Chamber of Commerce
Council of Regional Commissions

Fred asked all for thoughts and suggestions.

Goals and Objectives of the Executive Board

Adam asked the Executive Board if there were any priorities with in the workplan or other duties of the regional commission that they would specifically like to focus on this year. The board engaged in a wide-ranging discussion and felt that the following areas activities would be appropriate for the Commission to focus on included:

Transportation Plan
Improve Relationship with VEM and billing with LEPC

Developing additional capacity for grant writing for towns

Help design balanced program presentations

Re-establish seminar series and outreach and program training

Improving the Website

Audit: Adam noted that we are in the second year of a three year contract with Vance Debutter. He also noted that unfortunately, Vance has moved to the mid-west. That being said, Adam recommended that ACRPC continue to use Vance for this year. Adam noted that Vance will be in Middlebury for much of September and October working with other clients, will also be available to work with us and that he would like to continue the relationship this year. All approved.

Other New Business: Fred commented on the “View from the Road” publication that the Champlain Valley Greenbelt Alliance had produced in conjunction with ACRPC and its Northwest Vermont project. Fred liked it wanted to buy some for Middlebury. Adam will speak to Kate about it.

Thea noted that we need to do better with our website. **Andrea moved that we approach Don to work with Jeff to update the website to promote content that will allow ACRPC to reach out to the region and bring back a proposal for its maintenance. Thea seconded the motion. All approved.**

MEMBERS CONCERNS: None.

ADJOURNMENT: The meeting adjourned at 8:27 pm.

Submitted by: Adam Lougee