

DRAFT

ADDISON COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE BOARD MEETING
October 25, 2006

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

ROLL CALL

Bridport

Bristol

Middlebury Fred Dunnington

Monkton Thea Gaudette

Orwell

Starksboro Elissa Close,

Vergennes Renny Perry

STAFF

Adam Lougee, Director

BUSINESS MEETING:

The Executive Board convened its meeting at 6:40 to discuss items of business on the agenda.

APPROVAL of MINUTES:

The Executive Board reviewed the minutes from its September meeting. The minutes passed unanimously.

TREASURER'S REPORT:

The Board reviewed the treasurer's report. Adam noted that we had a significant balance in our accounts and a strong cash flow. Adam highlighted the significant changes from the budget. Adam noted that the only percentages higher than normal were for pre-paid insurance or software and one item under Transportation Northwest Project where ACRPC had paid for brochures under "grant expenses" instead of paying a consultant fees. The numbers wash, but do not match the budget projections.

Renny moved that the Board approve the Treasurer's report, Elissa seconded the motion and it passed unanimously.

COMMITTEE REPORTS:

Brownfields Committee: Renny reported that he had held a preliminary meeting with Amy and Adam to get things moving for the committee. They sent out a notice of a preliminary meeting and invited committee members to go to the Brownfield's conference in Boston.

Elissa mentioned that Starksboro had a potential site and that David Wetmore will get in touch with Amy about it. Fred also mentioned that he had several sites in Middlebury in mind.

Transportation Committee: Thea reported that the Transportation Plan Committee had met and that we would kick off the transportation planning process at the next full commission meeting.

TAC: Andrew reported that the TAC reviewed the State Long Range Transportation Plan. Andrew also reported that the TAC had evaluated the projects scheduled to be completed in Addison County. He noted that while a lot of paving work is going on, the bridges are already behind projection. He also noted that the Champlain Bridge is due for repair and replacement soon. It will be a huge project.

Act 250 Committee:

Adam reported that we had one small permit application by Terry Thomas for a two lot subdivision at 87 North Street in Bristol. It will be treated as a minor.

Adam also reported that 4 new permits had issued:

1. On October 17, 2006 Middle Road Ventures and Middlebury Heights Holdings received a permit to build the Lodge at Otter Creek Retirement Community and the South Ridge Development.
2. On October 17, 2006 Vermont Industrial Parks received a permit to add an !8,000 sq. ft. addition to the Autumn Harp facility in Bristol;
3. On October 19, 2006 Joey and Tamara Boise received a permit to demolish a small building and replace it with a 60' by 80'' building to create a motorcycle sales facility adjacent to a previously approved commercial structure on Route 7 in New Haven (Adjacent to the Sugar house Motor Inn.
4. On October 20, 2006 JBP Properties, LLC received a permit to subdivide a 4.28 acre tract of land on School Street in Shoreham into 7 residential units.

Natural Resources and Local Government Committees: The Natural Resources and Local Government Committees have not met. The Natural Resources Committee will meet at 6:00 on November 8th just prior to the full commission meeting.

OLD BUSINESS

VAPDA minutes: Adam distributed the October VAPDA meeting minutes.

Commission Audit: Adam distributed a draft audit. He noted that there were no negative findings and that the Commission had ended its last fiscal year with a budget surplus of

approximately \$60,000. Adam noted that the Commission had had several contracts come in that were greater than he anticipated. He noted that we had received more transportation dollars, largely because of the timing difference between the federal and state fiscal year, that the commission had done more town planning and zoning work under contract than he had anticipated, and that several emergency management contracts had come in higher than he expected, most notably the base Emergency Management Planning Grant.

Other. None.

NEW BUSINESS

Energy Committee: Adam noted that a couple of commissioners had requested that the Commission become more involved in Energy related issues. The Board noted that it would discuss the creation of a committee at its next meeting. Renny stated it was an important issue and it is something we should be doing. Thea noted that if we were to create a committee, the Board should create get a definitive charge. She also noted that an ongoing educational process was something that we should support. Fred noted that he liked the idea of activating the town energy coordinators. Public buildings and biomass heating were an interesting proposal. The legislative money for projects is also an interesting opportunity to identify hydro or wind opportunities.

Renny mentioned the VELCO process and stated we had to be able to do a better job for the future.

The Board asked Adam to create a draft charge and to put creating the committee on the full commission agenda and seek members for the committee.

Other: Adam noted that our health care costs may increase significantly as our League of Cities and Town policy costs may increase significantly.

MEMBERS CONCERNS: None.

ADJOURNMENT: On a motion by Renny, seconded by Thea, the meeting concluded at 8:00 pm.

Submitted by: Adam Lougee