

DRAFT

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

February 28, 2007

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

ROLL CALL

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

STAFF

Kevin Behm, Assistant Director/GIS Mgr

BUSINESS MEETING:

The Executive Board convened its regular meeting at 6:40 p.m. The Vice-Chair started the meeting.

APPROVAL of MINUTES:

The minutes were reviewed and Thea requested a revision to strike the line 'The memorandum is attached for our reference' on page 3, since none was attached. Thea moved approval with the correction, Andrea seconded. All approved.

TREASURER'S REPORT:

The treasurer's report was reviewed by the board. Fred arrived and the meeting was turned over to the chair. Fred moved to accept the report, Thea seconded and all approved.

COMMITTEE REPORTS:

Brownfields Committee: Renny reported that the committee met and reviewed the site ranking criteria. Kevin noted that one application had been received.

Local Government Committee: No activity.

ACT250/248: No activity.

Energy Committee: A public meeting and presentation was held with ACoRN last night (2/27). The next committee meeting was rescheduled for Thursday (29th) due to a possible storm on Friday. The committee has been inquiring on the use of Middlebury College students to undertake energy research. The committee is also investigating a possible block grant for energy research.

Natural Resources: No meeting. Next meeting is March 14th.

Transportation Advisory Committee: Thea reported on the Transportation Plan Subcommittee. An initial draft of the first working paper has been provided by the consultant, RSG, Inc. It essentially reports on the existing baseline conditions, reviews the previous plan and notes recently completed studies. Outreach efforts to communities will begin soon. The committee will be providing comments to the consultant. Fred noted that this plan draft was primarily a current status report and policy directions have not been discussed. He also mentioned the transportation project prioritization process was being reviewed yet again in light of the agency's 'affordability agenda'.

OLD BUSINESS

VAPDA minutes: VAPDA minutes were not available.

Office Relocation Report: Kevin passed out a status report reviewing the contacts and issues with several potential office sites. No site was considered ideal, but several had potential. Fred offered a couple of additional leads to follow-up on and Elissa suggested looking into smaller spaces with the intent of expansion. Adam and Kevin will continue to pursue opportunities.

Website Update Report: Kevin noted that he and Jeff Owen had meet with Don Shall several times to work on the website. Jeff has updated most of the links and obtained agenda and minutes for the site. In Don's recent review of other RPC sites he had noted that some contain policy documents and operating precedures that ACRPC does not have available. The board felt that it was a good idea to provide municipal plan review procedures, Act 250 and 248 procedures and committee procedures on the website. Legislative positions are the result of commission actions and are provided in the minutes and personnel policies are already available on request. Fred requested that the contents of the recent Member Handbook be provided on the website as well as the current budget. Regional maps and a FAQ document were also requested.

Other: No items

NEW BUSINESS

Nominating Committee: Thea and Renny both noted that the nominating committee is typically comprised of one member leaving the Eboard, one commission member at-large, and either another Eboard member or commission member. Terms are limited to 5 years on the Eboard and 3 years as an officer. Thea stated that members who attend meetings and participate are highly valued as Eboard members. Fred said that the nominating committee should also reflect a balance in the board's constituency. Several members were discussed and Thea motioned that Elizabeth Pidgeon, Ellen Kurrelmeyer and the departing board member (Andrew? or Andrea? – upon staff review) comprise the Nominating Committee. Andrea seconded and all were in approval. [Staff review determined that an Eboard member does not step-down this year, see attached memo, but Andrea is the longest serving.]

Municipal Education Grants: Kevin discussed the Municipal Education Grants (MEG) that are new this year from the State. Towns are eligible to apply for up to \$800 dollars to pay for training. Adam has decided to set-up four trainings and to assist the municipalities with their applications. Jeff will be assisting the towns and notices will go out next week.

Annual Meeting: Thea noted that the annual meeting space needs to accommodate more seats – the last two meetings were very cramped and left very little room for guests. The board suggested Middlebury Inn or The Basin Harbor Club as potential locations. An evening speaker is preferred, rather than an afternoon program, since few members can attend in the afternoon.

Other New Business: Fred asked about the public presentation for the next commission meeting. Kevin was unsure if presenters had been invited. The February meeting that was cancelled did not have a public presentation. Bill suggested a presentation on the proposed fuel tax to pay for fuel efficiency programs – similar to Efficiency Vermont. Andrea thought there should be discussion of H.345 which prescribes criminal penalties for assisting illegal immigrants. Elissa thought a program on timber utilization would be educational – how much is harvested, where does it go, what kind of value is added, etc. Fred noted that the Draft EIS for the OMYA rail spur is due to be released and it would be a good topic, also Frank Bryan may provide an interesting discussion of 'Home Rule' issues with municipal initiatives.

ADJOURNMENT: The meeting adjourned at 8:30 pm.

Submitted by: Kevin Behm