

**DRAFT**

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

March 28, 2007

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

**ROLL CALL**

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

**STAFF**

Adam Lougee, Director

**BUSINESS MEETING:**

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

**APPROVAL of MINUTES:**

The Board reviewed the minutes of the last meeting. Thea moved approval. Andrea seconded the motion and all approved.

**TREASURER'S REPORT:**

The Board reviewed the Treasurer's Report. Elissa moved to accept the report. Thea seconded it and all approved.

**COMMITTEE REPORTS:**

Brownfields Committee: No activity.

Local Government Committee: No activity.

ACT250/248: No activity.

Energy Committee: The Energy Committee is working on several grant initiatives to promote local energy production in Addison County. The first is an application to study grass based energy production of a pelletized fuel. Harvey and Adam presented the CDBG planning grant to Middlebury last night and Bridport earlier in the month. Both agreed to support the Application. The Energy Committee will meet again on Friday.

Natural Resources: Amy Diller gave a presentation on Fluvial Geomorphic work to the Natural Resources Committee at its last meeting.

Transportation Advisory Committee: Cancelled.

## **OLD BUSINESS**

VAPDA minutes: VAPDA minutes were not available.

Office Relocation Report: Adam reported he has been working consistently to relocate the office. He is in negotiations with Carrara on the CVPS building, has a number of potential partners, and hopes to have a proposal for the full commission to review at its April 11<sup>th</sup> meeting. Backup plans include a number of residences currently available in the area. All would be for a short term lease, while we find something more permanent.

Location and Topic of the Annual Meeting: Adam noted that Kevin had secured Frank Bryan as the speaker for our annual meeting and that the meeting will be held at the Red Mill at Basin Harbor.

Other: Western Rail Corridor. Adam presented the Executive Board with a draft resolution calling for ACRPC to work together with the Chittenden County Metropolitan Planning Organization (“CCMPO”), VTrans and all other RPCs on the western side of the state to create a corridor study for the transportation corridors on the western side of the state with an emphasis on planning to allow the rail to carry more freight and improve highway capacity. Adam anticipates the project will take place largely within the next fiscal year, will involve public and business outreach and data gathering within Addison County. Adam noted he expects the budget to be somewhere in the neighborhood of \$20,000 for ACRPC. Adam noted that he has been advocating that the plan Steering Committee make sure that this plan focuses on the success of the rail line and have a significant economic development component to it. Adam asked for a motion approving ACRPC working on this project and allowing him to execute the resolution on behalf of ACRPC. Thea moved approval, Andrea seconded the motion and it passed unanimously.

## **NEW BUSINESS**

Safe Routes to School: Adam noted that he needs to start work on this planning grant as soon as possible. He is behind on it and still does not have staff or a consultant in place. He noted he has an interview set up later in the week for a local person to work on it on a part time basis and hopes it will work as she has a very good resume and references.

Budget Amendments 2006/2007 and Workplan and Budget for 2007/2008. Adam distributed drafts of an amended Budget for this fiscal year, and a proposed Workplan and Budget for next fiscal year. The proposed budget amendments showed the changes proposed. The total amount of the budget stayed very similar to the original budget as passed last May. However, certain programs, largely emergency management, moved from this year to next year to allow several new emergency management programs, like the pandemic planning this fall, to take place in this fiscal year. Adam predicts a small amount of revenue at the end of this fiscal year.

Then Adam distributed the Workplan for next year. He noted many of our program activities will stay the same. He noted we will be adding programs related to energy and losing some emergency management programs. Lastly, Adam focused on next year's budget. The budget will be much tighter than in the past several years. Adam projects increases stemming from healthcare and the office move, combined with some lost revenue will create some difficulties for us. He resolved to have a viable balanced budget to distribute to the full commission in April prior to its adoption in May.

Bertha Hanson Award: The Executive Board discussed several possible deserving recipients and asked Adam to put it on the agenda for the full commission meeting for the delegates to make suggestions.

Other New Business: None.

**ADJOURNMENT:** The meeting adjourned at 8:15 pm.

Submitted by: Adam Lougee