

DRAFT

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

July 25, 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

Bristol Bill Sayre
Goshen Bruce Webster
Middlebury Fred Dunnington, Chair
Monkton Thea Gaudette
Orwell Andrea Ochs,
Starksboro Elissa Close
Vergennes

STAFF

Adam Lougee, Director

BUSINESS MEETING:

The Executive Board convened its regular meeting at 6:40 p.m. with the Chair, Fred Dunnington presiding.

APPROVAL of MINUTES:

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

TREASURER'S REPORT:

The Board reviewed the Treasurer's Report. Adam noted that at this time he felt we would end the year on budget, with perhaps a small surplus. Adam also noted that Vance DeBouter, ACRPC's auditor would start work shortly. Bruce moved the Treasurer's report, Thea seconded the motion and all approved.

COMMITTEE REPORTS:

Brownfield's Committee: Adam reported that the committee had not met, but that it had authorized a Phase II study for Silver Towers in Goshen. Adam also noted that we needed help finding sites to be remediated and that at the next full commission meeting

we would hold a public meeting regarding the second Brownfield's grant that ACRPC had received to cover hazardous material remediation.

Local Government Committee: Thea reported that the committee would be meeting with the Town of Goshen to review its plan sometime in August.

ACT 250/248: Adam reported that there had not been a lot of Act 250 activity in the region and that the committee had not met. Adam reported that since our last meeting no significant activity had taken place.

Energy Committee: The Energy Committee has a meeting scheduled for tomorrow night at ACRPC's offices. It will be receiving a presentation on methane digestion on Blue Spruce Farm in August and continues to work to recruit town energy coordinators.

Natural Resources: The committee met and laid out a schedule for review and adoption of the natural resources section of the plan. The Committee also has a meeting scheduled for August 1st and will be getting a presentation from VTrans on the Middlebury Rail Spur.

Transportation Plan Steering Committee: The Plan Steering Committee has a meeting tomorrow night to review the draft plan.

Transportation Advisory Committee. The TAC met in July and devoted most of its meeting to ranking candidate projects to use the \$50,000 of planning funds ACRPC sets aside each year to promote local or regional transportation projects.

OLD BUSINESS

Jason Oleet requested to come to the regional planning commission and speak with the Executive Board. Jason explained he got involved in the regional planning commission because of his interest in the natural resources. He acknowledged that ACRPC had been involved in the OMYA Rail Spur project from a transportation perspective, but expressed concern that the regional planning commission in general had not been as involved in that process from a natural resources perspective.

He believes ACRPC should have been more involved from a natural resources perspective.

Andrea noted that in response to his concern the natural resources committee has requested that Jed Morrow, the project engineer, will discuss the project with the committee. She also noted that Amy is drafting a memo evaluating whether the EIS for the rail spur satisfied the purpose of an EIS by evaluating all of the project alternatives and objectively selecting the best alternative.

Jason understood that, but expressed his concern that we are late in being involved in the process and he feels that we should have been more proactive from a natural resources perspective.

Fred noted that this is not a new project. Fred and Adam are on the steering committee for the EIS. The purpose of the EIS is to look at natural resource impacts. Middlebury has been working with this project for three Town Plans (15 years). It has been through an extensive review under the Army Corps LEPA process. It has been through an Act 250 permitting process and negotiation to locate the project to rail prior to this EIS.

Fred asked Jason what else he would have us do.

Jason wants the committee to go through its process and bring its concerns to the full commission. The project is large enough to merit our consideration. Bill noted that when this comes to the full commission, Bill noted that it needs to come with a balanced proposal, including the TAC's recommendations, and the other economic benefits of the project.

Office Punch list and furniture: Adam reported that he is working through the punch list. Cararra has been very responsive and good to work with. He also has a list of furniture to purchase and has been working on purchasing pieces. He is ordering bookcases and tables from the Vermont Offender Work Program. He expects to have them by the next meeting.

Fred suggested that the commission should use the wall space to show off the excellent work that Kevin Behm does and put up some maps as references and decoration.

Evaluation of Executive Director/ Contract Amendment: The Executive Board went into executive session to discuss Adam's review and contract. After reconvening Andrea noted that the Executive Board had given Adam a favorable review and the Board voted unanimously to renew his contract for the coming year.

Other: None

NEW BUSINESS

Committee Assignments: Adam distributed a list of people that had responded to his request for committee assignments thus far. The Board requested that Adam ask people who have not responded to respond then pull something together by e-mail before September meeting. The Board discussed committee assignments at length and made appointments for those who had responded. Adam will correspond with delegates and alternates that have not responded, get their responses out to the Executive Board in August and facilitate completion of the selection.

Fred also suggested that Adam work with the chairs to update the charges.

Goals and Objectives of the Executive Board: Since this was the first meeting of the new executive board for fiscal year beginning July 1, 2007 Adam asked the Board for input they had concerning what they would like to see the Commission accomplish this coming

year. The Board chose the following priorities and asked Adam to bring them to the full commission.

1. Complete the Transportation Plan for presentation to the full commission by the annual meeting in May of next year for adoption.
2. Complete writing a working draft of the Natural Resources Section of the plan by September of 2008;
3. Improve our capacity to market the services we provide including grants, training, mapping or other services to the municipalities and citizens we serve.
4. Prepare a more formal Executive Board Strategic Evaluation and Agenda (1st quarter 2008).

Other: None

ADJOURNMENT: The meeting adjourned at 9:45 pm.

Submitted by: Adam Lougee