

DRAFT

ADDISON COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE BOARD MEETING

March 31, 2011

BUSINESS MEETING:

The Addison County Regional Planning Commission's Executive Board held its monthly meeting at the regional planning commission's office in Middlebury with the Chair, Thea Gaudette, presiding. Thea began the meeting at 6:35 p.m.

ROLL CALL

<i>Bridport</i>	Andrew Manning
<i>Bristol</i>	
<i>Lincoln</i>	Steve Revell
<i>Monkton</i>	Thea Gaudette
<i>New Haven</i>	
<i>Ripton</i>	Jeremy Grip
<i>Whiting</i>	Ellen Kurrelmeyer

STAFF

Adam Lougee, Director

Minutes:

Ellen moved to accept the January minutes. Steve seconded the motion, which passed unanimously.

Treasurer's Report:

The Board reviewed the Treasurer's report. Adam noted that ACRPC's balances remain strong, that receivables are good. He noted that revenues slightly lag expenses. However, he noted that he will bill the Agency of Commerce for \$45,000 tomorrow, which should get things back into proper proportion. Nevertheless, Adam noted that things will be tight this year and he really needs to keep an eye on our billing down the stretch. **Ellen moved to accept the treasurer's report. Jeremy seconded the motion, which all approved.**

Committee Reports:

Local Government Committee: Thea reported it had no activity this month.

ACT250/248: On January 12, 2011 CVPS filed an application to relocate 5,500 feet of distribution line on Lake Street in Shoreham Vermont. On January 21, 2011 the district Environmental Commission issued a notice that it intended to treat the application as a minor permit and issued a draft permit that will become effective upon approval without a public

hearing unless a party objects and requests a hearing by February 11, 2011. No parties objected and the permit issued on February 23, 2011.

Brownfields: Jeremy discussed several projects that are new: The Whiting Recycling shed project and the One Dollar Store in Middlebury. Adam noted that GMP had sent us a subpoena to produce all documents we had in relationship to the Shade Roller Study we did. Adam also noted that there would be an article in the Addison Independent on our program on Monday that Kevin Lehman had set up.

Natural Resources: See old business below.

Energy: Jeremy noted that Goshen has submitted a request for an energy audit of its Town Hall. He also reported that the Committee had reviewed ACRPC's progress in fulfilling our grant projects. Specific information regarding the Electric car demonstration program is noted below.

Transportation Advisory Committee: Andrew noted that the TAC completed its review of the priority projects within the region and shared the review with the Executive Board.

OLD BUSINESS

Natural Resources: Adam noted that the committee had met yet again on the Commission's comments, had addressed them and was ready to request that the commission move to a public hearing.

Recruiting Commissioners: Adam stated that he had not received any suggestions for new Commissioners resulting from his request at the last full Commission meeting. He intends to ask again at the next staff meeting and full commission meeting and will be going to additional Selectboard/Planning Commission meetings this spring.

Annual Meeting: Adam noted that although he does not have things finalized, he had spoken to Marie Audet about a farm visit. Assuming the date works, he expects to hold a catered dinner in the Bridport Hall. The Executive Board also encouraged Adam to Recruit Chuck Ross to serve as a dinner speaker.

Other: Adam distributed an RFP that staff, primarily Kevin Lehman and Kevin Behm had put together to redo the website. Adam noted that while he felt it was a good rfp, its cost of \$9,000 concerned him as his budgets are tight for both this year and next. The Executive Board noted that it was pleased to see the RFP as this has been a priority of theirs for some time. They encouraged Adam to pursue the RFP. Regardless of Adam's budget concerns, they felt this website project was not something the commission could afford to put off any longer. They encouraged Adam to be fiscally prudent, but to move ahead with pursuing a designer to fulfill the RFP.

NEW BUSINESS

Purchase of Electric Vehicle: Adam also reported that ACRPC had purchased a car, as part of our electric car demonstration project. ACRPC purchased a used Prius, which it will convert to completely electric within the next couple of months. Adam handed out a spreadsheet showing how we will track its usage, and the money and energy we save by having staff use the vehicle rather than us reimbursing them for using their own.

Letter Supporting Vermont Gas Expansion to Addison County. Adam noted that he had sent a letter the Executive Board per-approved on the Commission's behalf to Vermont Gas supporting their exploration of expansion to Addison County. Adam noted that he had spoken with Tim Lyons, the Vice President since that letter and that Vermont Gas had received preliminary approval to use funds from its existing service area to support expanding to Addison County. It will perform some public outreach this spring with its current customers and report back to the Public Service Board upon completion of that activity.

Preliminary Workplan and Budget: Adam distributed a preliminary budget to the executive board, both revising this year's budget and proposing next year's budget. Adam noted that the budgets are both much tighter than he is comfortable with. He will continue to keep working on them towards a final to be adopted at our annual meeting in May. Adam noted that our Brownfields program ends this June and that the State portion of our energy money ends in December. Those constitute a significant revenue reduction we will need to make up in other places. The Executive Board encouraged Adam to continue to revise and improve the budget with funding allocated for the website improvement.

Other: Ellen announced that the Governor's Breakfast was at the Legion Hall this coming Monday, April 4, 2011.

ADJOURNMENT

Ellen moved to adjourn. Steve seconded the motion. All approved and the meeting adjourned at 8:30 p.m.

Respectfully submitted by:

Adam Lougee