

**DRAFT**

ADDISON COUNTY REGIONAL PLANNING COMMISSION  
EXECUTIVE BOARD MEETING

July 27, 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, Harvey Smith, presiding. Harvey began the meeting at 6:40 p.m.

ROLL CALL

<i>Bridport</i>	Andrew Manning
<i>Bristol</i>	Bill Sayre
<i>Lincoln</i>	Steve Revell
<i>Middlebury</i>	
<i>New Haven</i>	Harvey Smith
<i>Ripton</i>	Jeremy Grip
<i>Whiting</i>	Ellen Kurrelmeyer

STAFF

Adam Lougee, Director

**Minutes:**

**Steve Revell moved to accept the June minutes. Ellen seconded the motion, which passed unanimously.**

**Treasurer's Report:**

The Board reviewed the Treasurer's report. Adam noted that ACRPC's balances remain strong, but that cash is at a low ebb. This is made up for by the fact that receivables are higher than they have ever been. He noted that revenues and expenses are nearly even and that he intends to keep working on that fact and expects that we will end the fiscal year slightly in the black, even with the purchase of the vehicle. **Ellen moved to accept the report. Steve seconded the motion, which all approved.**

**Committee Reports:**

Local Government Committee: The Local Government Committee will review Pantou in September.

ACT250/248: On July 19, 2011 the District 9 Environmental Commission issued an administrative amendment to the land use permit to Ferrisburgh Realty Investors, LLC to extend its construction start and construction completion date from August 2011 and August 2014 to August 2014 and August 2017 respectively.

**Other:**

On July 12, 2011 the A Johnson Company submitted an application for a 43 lot, planned unit housing development on Schoolhouse Road in East Middlebury. On July 21, 2011 the District 9 Environmental Commission issued a notice that it would treat this application as a major application and that it would hold a hearing on the application on August 24, 2011 at 9:45a.m. at the Town of Middlebury Town offices. A site visit is also scheduled immediately prior to the hearing at the site at 9:00 a.m.

While this is a relatively large housing development for the region, it does not trigger any of the criteria used to determine whether a project has a substantial regional impact, as defined in Section 2, page 2.1-3 of the Addison County Regional Plan. Therefore, unless a member of the Act 250 committee or the Town of Middlebury request additional review, the project does not appear to constitute a project with substantial regional impact and therefore does not warrant further action by the committee.

Brownfields: Jeremy reported that the committee had not met, but that he expected that it would meet soon to get an update on the three current projects.

Natural Resources: Adam noted that there will not be a Natural Resources Committee meeting in July as the chair and several other members are away. The next meeting will be August 23, 2011. The next hearing will be in October.

Energy: Jeremy reported that the Committee met July 11, 2011. The Committee reviewed the current projects, largely for the benefit of a couple of new members. The Committee also discussed and approved switching the focus of one of its federal projects, from feasibility of Biogas for electric generation to a feasibility study of Biogas for fuel. The main reason is because it is a more viable business option for Addison County farmers.

Transportation Advisory Committee: No Meeting in July.

**OLD BUSINESS**

Create Agenda for joint meeting with Economic Development Adam reminded the board that ACRPC and ACEDC will hold a joint meeting August 18 at 4:30 p.m. in ACRPC's Conference Room. He shared last year's agenda, and some other ideas from Robin Scheu building on last year's meeting. After some discussion, Adam took the ideas presented and will craft a draft to send back to Robin and then get out in advance of the meeting.

Committee Assignments and appointment of delegates

Adam noted that he had about 12 responses. He will send out a reminder and then contact commissioners. He will also try to do more with new commissioners to make sure they understand the Commission's workplan, goals and culture.

NADO review of RPCs: Adam shared the final NADO review document with the executive board. The Board reviewed the findings. They noted some were surprising, others were not. Adam noted that the most important outcomes, which the RPCs were already implementing, had to do with consistent formatting and appearances of products

going to state or federal coordinators. Adam also noted that the report would be shared with the legislature, the state and federal policy officials that participated in it and with each RPC's board.

Ag Programs/Water Quality initiatives: Adam noted that ACRPC was not chosen for funding for the EPA 319 water quality grant it submitted last month for water quality work in the Middlebury River. He noted that we had also submitted a similar application for work in the Lewis Creek. He also noted the article on switchgrass in which ACRPC had received some publicity for supporting the effort. Adam then reviewed other projects ACRPC was involved with to support the working landscape.

Steve suggested that the commission consider the topic of groundwater and the public trust as a topic for one of the Commission's succinct 45 minute programs.

Other: Ellen moved to go into executive session to discuss a personnel matter dealing with a former employee at 8:30 p.m. The Board voted unanimously to enter executive Session at 8:30 p.m. At 9:00 p.m. Harvey Smith, the Chair brought the board out of Executive Session.

## **NEW BUSINESS**

Annual Review of Executive Director/ Contract Amendment: The Board reviewed the contract of the Executive Director. They expressed that they generally approved of the work he and the staff had been performing on behalf of the Commission, requested that he spend more time on Commissioner recruitment and strengthening the Commissioners role and participation in the commission and re-approved his contract for an additional year. Harvey Smith as chair shall draft a more specific review from the discussion at the meeting.

Other: None.

## **ADJOURNMENT**

**Ellen moved to adjourn. Jeremy seconded the motion. All approved and the meeting adjourned at 9:30 p.m.**

Respectfully submitted by:

Adam Lougee