

DRAFT

ADDISON COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE BOARD MEETING

May 23, 2012

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 6:30 p.m.

ROLL CALL

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

STAFF

Adam Lougee, Director

Minutes:

Ellen Kurrelmeyer moved to accept the April minutes. Steve Revell seconded the motion, which passed on a voice vote with Andrew Manning abstaining.

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 and expenses are nearly even and that he intends to keep working on that fact. **Steve moved to accept the report. Ellen seconded the motion, which all approved.**

Committee Reports:

Local Government Committee: No Activity

ACT250/248: No Activity.

Brownfields: No Activity. However, Adam noted that he had run into trouble once again with the Whiting project.

Natural Resources: The Committee met and continued its review of the Vermont Gas proposal. It expects to bring questions/recommendations to the full commission at its next meeting.

Energy: The energy committee met April 19th. It reviewed its ongoing projects.

1. Jeremy noted the retrofits on the Jail are nearly completed;
2. ACRPC held a grand opening of its charging stations on May 14th;
3. We hold a meeting on converting municipal audits on May 24th; and
4. On April 25th the Committee held a meeting encouraging municipal solar that a number of towns are following up on.

Transportation Advisory Committee: No Meeting.

OLD BUSINESS

Plan to Analyze Vermont Gas Expansion Proposal:

Adam noted that ACRPC continues to gather data regarding this project and expects to stay involved, support its municipalities and ask questions. Adam distributed answers to questions he had recently asked and received. He also noted that the New Haven Planning Commission had unanimously supported the Town Hill Road alternative route through town. Adam noted that he expects to hold an Act 250 Committee meeting shortly. He also expects to hold a meeting of the selectboard members from the Towns affected by the proposal. The Executive Board noted that all committee actions must go to the full commission for approval before they can be implemented. They also noted that ACRPC should follow the mission it adopted at its March meeting of investigating and supporting its member communities. The Executive Board would like to have the Commission determine its course of action by October, well prior to Vermont Gas filing its 248 application.

Mission Statement: Adam distributed the mission statement work to date. After significant discussion, the Executive Board agreed to present the Commission with the following proposed mission statement:

**Planning together to improve and sustain
healthy, prosperous and beautiful communities.**

ACRPC implements our mission by:

- Providing a forum for municipalities to discuss and resolve mutual concerns;
- Providing planning assistance to implement community projects;
- Collaboratively collecting and distributing research, planning information and expertise
- Developing a regional plan;

Budget FY 2013/Grant opportunities: Adam distributed a proposed budget for the fiscal year beginning July 1st. He noted he had added money supported by new grant funding he expects to collect. He noted the new 2013 proposed budget is almost the same as the audited budget for FY 2011. The budget balances and Adam believes it is realistic. While he is comfortable presenting it to the full commission in its current state, Adam intends to pursue other grant opportunities during the year to ensure the commission will enjoy a sound financial footing. The executive board agreed that Adam should continue seeking grants, but should present this budget to the Commission at the June meeting.

Staff Comments/priorities on Survey Results: Adam distributed a one page summary of the survey results and a page summary of Staff comments, noting 5 themes that emerged from the staff comments. The Board discussed it briefly, but decided it wanted to take a closer look at the information next meeting.

Other: The Board briefly discussed the annual meeting. They concluded that they were generally pleased with all aspects of the meeting. Those on the tour enjoyed it and felt the ACTR bus constituted both a good policy and logistical move. They liked the location, food, local theme and speaker.

Steve noted that ACRPC should start going back to selectboards with the summary of work we have done for their municipality specifically.

NEW BUSINESS

Remembering Michael Hermann: After a brief discussion, **Steve thanked Adam for sending condolences on behalf of the Commission and moved that ACRPC donate \$100 to the charity of Michael's choice, The Opera Company of Middlebury, P.O. Box 803, Middlebury, VT 05753. Ellen seconded the motion, which the board unanimously approved.**

Other: Harvey asked Adam to send the Board recommendation forms and last year's review to board members so they would be prepared to discuss it next meeting.

ADJOURNMENT

Ellen moved to adjourn. Steve seconded the motion. All approved and the meeting adjourned at 8:15 p.m.

Respectfully submitted by:

Adam Lougee