

DRAFT

ADDISON COUNTY REGIONAL PLANNING COMMISSION
EXECUTIVE BOARD MEETING

June 27, 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 6:40 p.m.

ROLL CALL

<i>Bridport</i>	Andrew Manning
<i>Bristol</i>	Bill Sayre
<i>Lincoln</i>	
<i>Middlebury</i>	
<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 May minutes. Jeremy Grip seconded the motion, which passed unanimously.

Treasurer's Report:

The Board reviewed the Treasurer's report. Adam noted that ACRPC's balances remain strong. However, he noted that most of our contracts left to bill are done quarterly, so May's receivables were weak. He also noted that because of this, revenues were now slightly behind expenses. Adam stated that he believed we will have a lot of programs to bill at the end of June and this will allow us to end the year slightly in the black. Ellen Kurrelmeyer **moved to accept the report. Andrew Manning seconded the motion, which all approved.**

Committee Reports:

Local Government Committee: No meeting.

ACT250/248: Ellen reported the following activity:

New Applications: On June 22, 2012 the President and Fellows of Middlebury College applied for an Act 250 permit to build a squash facility at the Peterson Athletic facility on the college campus in Middlebury.

Approvals or Denials:

1. On June 14, 2012 the District 9 Environmental Commission issued a permit to John and Irene Pierce for an amendment to an existing act 250 permit to allow them to subdivide two previously improved lots and to construct a pond on their property on Route 7 in Ferrisburgh.
2. On June 14, 2012 the District 9 Environmental Commission issued a permit to ESNID, LLC and Delineation Corp (Middlebury College) to construct a new slaughter house to be located in the Middlebury Industrial park on Industrial Ave. in Middlebury.
3. On June 20, 2012 the District 9 Environmental Commission issued a permit to the President and Fellows of Middlebury College to expand the Ridgeline Parking Lot on the college campus in Middlebury.
4. On June 26, 2012 the District 9 Environmental Commission issued a permit to Mark and Anne Guilmette to permit their previously constructed 40X 50' auto repair shop on Sliver Street in Monkton.

Other: None.

Natural Resources: Adam reported that the committee had not met since the last full commission meeting. He noted that at its last meeting it had reviewed the Vermont Gas project and had distributed its proposed findings to the full commission.

Energy: Jeremy reported that the committee had not met since the full commission meeting. It will meet in July with representatives of both VELCO and Vermont Gas. He did note several staff activities including:

1. We hosted a statewide Energy Planner Forum last Friday. Ten planners attended from eight RPCs around the state. Attached is the agenda.
2. We kicked off the statewide project (partnered with Efficiency Vermont) to implement municipal energy audits.
3. We applied for the alternative transportation fuels DOE grant, along with four partner organizations. We feel we have a compelling project that focuses on local implementation of four fuels (NG, RNG, electric, and biodiesel). We expect to hear back from DOE in Sept.

Transportation Advisory Committee: Andrew Manning reported on the June TAC meeting. He noted that the AC had confirmed that all VTrans proposed projects conformed to the Addison County Regional Plan. It also reviewed Road conditions and paving schedules in the region on State highways, reviewed the bike rack grants and the Tack grants.

OLD BUSINESS

Grant opportunities: Adam discussed grant opportunities that he expected that staff would be pursuing on the commission's behalf to make sure next year's budget balanced. They included the DOE grant to promote the use of alternative fuels in Addison County it had recently applied for. Adam distributed an abstract of the project and discussed it at length. He also noted that ACRPC would be a relatively small partner with the State on a U.S. Economic Development grant in response to Tropical Storm Irene. He noted

ACRPC would pursue Pre-Disaster mitigation funds to continue to write mitigation plans for towns in the region. He also noted he expected to write a grant pursuing Eco-system Restoration within the region to ANR and to put in a Brownfields grant to EPA. Lastly, he discussed possible enhancement grants that ACRPC would administer. Adam mentioned a grant to restore fish passage on High Knob Brook in Starksboro and finishing the path at the bottom of the Vergennes Stair. Bill Sayre suggested an application that would look at restoring public views from state highways by strategic tree clearing within the state highway ROW. Adam also suggested looking at ways to minimize poison parsnip growth along Addison County's roadways.

Adam will work with staff and partners to see which grants are the best fit for the commission, pursue those of interest and keep the board abreast of staff's actions.

Staff comments/priorities on survey results: The Board reviewed the survey results and staff comments. After a long discussion on how to make the plan more usable, Harvey suggested that Adam review our strategic plan in concert with the survey and create a short list of actionable items for the board to review.

Committee assignments and appointment of delegates:

Adam distributed the letter that he intends to send with the July Commission package. He noted that everything is similar to last year, except he is proposing one additional committee. That committee will be charged with updating the entire regional plan. After a lengthy discussion, the E Board authorized the new committee with a charge that limited the scope of the changes it would make to the plan to modernize it and take advantage of digital tools to make it more accessible and usable, and to make sure all sections are internal consistent with each other. It will not pursue major substantive policy changes. Ellen moved to approve creating the new committee with the limited charge outlined above. Bill Sayre seconded the motion, which the board approved unanimously.

Other: Adam asked that the Board enter executive session to discuss a personnel matter. Ellen moved to enter Executive Session at 9:00 p.m. Jeremy seconded the motion, which all approved.

Harvey declared the executive session over and left the session at 9:10 p.m.

NEW BUSINESS

New website release: Adam noted that ACRPC's new website went live today. Kevin Lehman distributed an e-mail to ACRPC's entire mailing list announcing the new site. Adam invited all the board members to look at it. He noted he believes its construction will give ACRPC a lot more tools to convey its message to its constituents.

Review of Executive Director: The Board reviewed Adam's performance over the past year. It noted that it was generally pleased with Adam's performance and extended his contract for another year. Harvey will create a written record of the Board's evaluation for the Commission's files.

Other: None.

ADJOURNMENT

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

Respectfully submitted by:

Adam Lougee