

ADDISON COUNTY REGIONAL PLANNING COMMISSION  
EXECUTIVE BOARD MEETING  
February 28, 2018

The Addison County Regional Planning Commission's Executive Board held its regular meeting at the Regional Planning Commission's office in Middlebury with Chair, Jeremy Grip, presiding.

**ROLL CALL**

*Ferrisburgh* Tim Davis  
*Leicester* Diane Benware  
*Lincoln*  
*Middlebury* Ted Davis  
*Middlebury*  
*Ripton* Jeremy Grip  
*Shoreham* Nick Causton

STAFF: Adam Lougee, Director

Jeremy Grip opened the meeting at 6:35.

**MINUTES**

**January 23, 2018 Minutes: Ted Davis moved to adopt the January 23, 2018 minutes. Diane Benware seconded the motion. The motion passed by a voice vote. Nick Causton abstained from voting.**

**TREASURER'S REPORT**

Adam distributed the Treasurer's report. It showed that our balances are lower than normal, but also showed very high receivables, indicating that our balances will climb again in the short term. In the current fiscal year through January, a little over half way through the year, revenues trail expenses. Given the pre-paid revenue ACRPC enjoys, that is bad news. Adam noted that several of our new programs will need to be billed at the end of the project, impacting our cash flow. He also noted we still have some very limited other billing to do, including the water quality contract we should soon have from CCRPC. Adam concluded he believes he can bring in a balanced year, but it is going to be very difficult and he will really need to focus on revenue. **Ted Davis moved to adopt the Treasurer's Report as presented. Nick Causton seconded the motion. The motion passed by a voice vote with all in favor.**

**COMMITTEE REPORTS**

Act 250/248, Adam reported no activity since the last meeting.

Energy: The Committee met and continued to work on the draft plan. It made significant progress and will meet again on March 6<sup>th</sup>.

Local Government Committee: The Local Government Committee reviewed the Bridport Plan. It will review Middlebury and Shoreham in the next two weeks. It also expects to see Leicester and Lincoln shortly.

Natural Resources: The Committee did not meet in February. It will meet before the March full Commission meeting and look at forest fragmentation.

Transportation Advisory Committee: The January TAC meeting was also cancelled due to the weather. The TAC met in February and reviewed VTrans priority projects.

## **OLD BUSINESS**

Lease of Property: Adam noted that our lease of the current building ends June 30, 2018. Adam has asked the Landlord to renew the lease. They are debating their options concerning the entire parcel they own but have appeared to have chosen to redevelop this lot. They have offered to extend the current lease until December 2018. Adam noted he will take the extension to have enough time to find a new location for the office. He will meet with Bill Townsend next Thursday to look at Carrara's plans for this property.

Funding Water Quality: Adam handed out a VAPDA policy position regarding water quality. It is substantially paired down from the previous draft that Adam distributed last month. It focuses mostly on the need for a project development pipeline to get good priority projects ready to build. It does not take a position with regard to how money gets raised or how it is administered.

Annual Meeting Program and Location: At the previous meeting, the Board suggested we look at the Middlebury Inn or back to Tourterelle for the meeting location. Adam noted he is still following up on those locations. Adam noted that he has reached out to the State Climatologist, but has not heard back, so may need to go to plan B for a speaker.

Nominating Committee: Adam reminded the Executive Board that at the February meeting we had sought volunteers for the nominating committee. Ed Payne and Tom Scanlon volunteered. The Full Commission also recognized that the Board often put a member leaving the Executive Board on the Nominating Committee. **The E Board recommended Ed Payne, Tom Scanlon and Steve Revell for the slate for the Nomination Committee for the commission to elect at the March meeting.**

Transportation Plan: Adam noted that he and Josh had meet with Tom Scanlon and Kathleen Ramsey to understand and resolve Middlebury's issue with the plan language concerning ACTR and parking in Middlebury. They had resolved the issue by clarifying one sentence. Adam is of the opinion that it does not change the substance of the plan and that we can go to vote at the March meeting. Adam will draft a memo to that effect to share with the Full Commission in the package for the March meeting so all will be ready to vote.

Energy Plan: As noted above, the Energy Committee is still working hard on draft language for the Energy portion of the plan. Adam has put the draft in its current form on the website and plans to have a draft for a hearing in April. He looks to have the second hearing in June, followed immediately by a vote to hit the June deadline for approving the plan.

Other: None.

## **NEW BUSINESS**

Other: None.

## **ADJOURNMENT**

**Ted Davis moved to adjourn. Tim Davis seconded the motion. All approved and the meeting adjourned at 7:45 p.m.**

Respectfully submitted by

Adam Lougee