

Addison County Regional Planning Commission

Full Commission Meeting

Wednesday, March 8, 2006

The Addison County Regional Planning Commission met at Middlebury College's Kirk Alumni Center on March 8, 2006, Donald Shall presiding.

ROLL CALL:

| | | | |
|---------------------|--|--------------------|----------------------------|
| <i>Addison:</i> | David Cole | <i>Orwell:</i> | Andrea Ochs |
| <i>Bridport:</i> | Andrew Manning Edward Payne | <i>Panton:</i> | Michael Hermann |
| <i>Bristol:</i> | Peter Grant William Sayre | <i>Ripton:</i> | Judy Kowalczyk |
| <i>Cornwall:</i> | Donald Shall | <i>Salisbury:</i> | |
| <i>Ferrisburgh:</i> | Bob McNary | <i>Shoreham:</i> | |
| <i>Goshen:</i> | Jeffrey Cathcart | <i>Starksboro:</i> | Elissa Close |
| <i>Leicester:</i> | Kathleen Ramsay | <i>Vergennes:</i> | Renny Perry Neil Kamman |
| <i>Lincoln:</i> | | <i>Waltham:</i> | |
| <i>Middlebury:</i> | Fred Dunnington Karl Neuse Brian Bauer | <i>Weybridge:</i> | |
| <i>Monkton:</i> | Thea Gaudette | <i>Whiting:</i> | Ellen Kurrelmeyer |
| <i>New Haven:</i> | Milo Schaefer | | |

CITIZEN INTEREST REPRESENTATIVES:

AC Chamber of Commerce:

AC Community Action Group:

AC Economic Development Corp: Bill Townsend

Otter Creek Audubon Society: Judith Petersen

ADDISON COUNTY REGIONAL PLANNING COMMISSION

ACRPC EXECUTIVE BOARD

CHAIR: Donald Shall

VICE-CHAIR: Renny Perry

SECRETARY: Andrea Ochs

TREASURER: Karl Neuse
Andrew Manning
Elissa Close
William Sayre

STAFF:

EXECUTIVE DIRECTOR: Adam Lougee

ASSISTANT DIRECTOR/GIS DATA MANAGER: Kevin Behm

EMERGENCY MGT PLANNER/SENIOR PLANNER: Tim Bouton

SENIOR/TRANSPORTATION PLANNER: Richard Kehne

PLANNER/GRANT WRITER: Jeffrey Owen

WATERSHED PLANNER: Neil Fraser

OFFICE MANAGER/BOOKKEEPER: Pauline Cousino

TELEPHONE: 388-3141 **FAX:** 388-0038

Public Program

Guest speaker Carol Wells gave a presentation on Bristol's Downtown Designation proposal, a process that began nearly five years ago. A \$9,000 grant from the Regional Planning Commission enabled the Town of Bristol to hire landscape architects, project coordinator, and to meet the costs of non-profit requirements, one of which is to establish a Design Review District.

Bristol's Downtown Designation process included several public meetings with focus on three major areas of concern: 1) The Town Green; 2) Brooks/Shaw's parking lot; and 3) Main Street landscaping. Plans for the Town Green include repairing the fountain, installing benches, tree plantings, and hedges around the playground, a more structured park entrance, and veterans memorial. A number of safety issues will be addressed at the Pomerleau property, currently the Brooks/Shaw's parking lot, including sidewalk installation, one-lane traffic conversion, and constructing bump-outs to decrease distance for pedestrian crossings. And finally, a streetscape design and traffic study is planned for Main Street.

Milo Schaefer asked what methods were used to encourage input from the community on the project. He also wanted to know what costs the Town anticipated for future landscape maintenance.

Carol responded that the Town held four-five public hearings, with average attendance of 30-35 people. Invitations were mailed to property and business owners located in the downtown area, and notices were published in the local newspapers. In terms of landscape maintenance, Carol anticipated that both the Town and Mr. Pomerleau will share in the cost.

Elissa Close inquired if the project called for plans to include bicycle and pedestrian access along Route 17 to the point of the Lord's Prayer Rock. Carol advised that this area is beyond the scope of the project.

Neil Kamman asked what the Town of Bristol foresees regarding long-term business and development goals.

Carol explained that the downtown designation process has been beneficial in providing a clearer direction in going forward as a community. An immediate goal is to increase and maintain a marketing strategy that will encourage visitors to come to the Town of Bristol.

The public program concluded at 7:55 p.m.

Business Meeting

Noting a quorum being present, Chairman Don Shall called the Business Meeting to order at 8:10 p.m.

Approval of Agenda

Andrea Ochs moved to amend the agenda to include confirmation of Middlebury's Town Plan and planning process as a New Business item; Neil Kamman seconded the motion. Motion passed by unanimous voice vote. Agenda approved as amended.

I. Approval of Minutes: February 8, 2006

Thea Gaudette moved to approve the meeting minutes for February 8, 2006; Peter Grant seconded the motion. Motion passed by unanimous voice vote. Minutes approved as presented.

II. Treasurer's Report

Adam distributed an updated version of the Treasurer's report (copy attached), in which he noted good balances in all accounts, and revenues running strongly ahead of expenses.

Bob McNary inquired about the status of Invoice #2 for the Town of Ferrisburgh. Adam explained that the invoice, which was sent within the last 30 days, represents ongoing work on the town plan subcontracted to Brandy Saxton.

Andrea Ochs moved to accept the Treasurer's Report; Bob McNary seconded the motion. Motion passed by voice vote. Treasurer's Report accepted as presented.

III. Committee Reports

Local Government

Thea Gaudette reported that the committee will meet in Bridport to review its town plan on March 14th at 7 p.m. [The Local Government Committee report is continued under "New Business."]

Natural Resources Committee

No meeting held.

Act 250 and 248

Fred Dunnington reported that in a recent email to committee members, Adam conveyed the status of Act 250 applications. The Foote application has secured a construction general permit, and a March 27th hearing has been scheduled for Middlebury's Eastview project for which supplemental permit information has been submitted. Adam also recommended that the Act 250 committee appoint members to review Peter Norris' application for an 8-lot subdivision in New Haven.

TAC Transportation Committee

The next TAC meeting is scheduled for March 15th. Adam reported that at last month's meeting, committee members discussed the process of revising the transportation section of the regional plan, and considered hiring a consultant to work with Planner Rick Kehne. Upon approval by the delegates, Adam suggested moving money between fiscal years to help fund the committee's request.

Fred Dunnington recommended conducting as much work as possible in-house, and hiring a consultant on a limited basis. Adam noted that both the Executive Board and Transportation Committee will meet prior to the next commission meeting in April, at which time a recommendation will be made to delegates.

Bylaws Committee

Report cited under "New Business."

IV. Joint Partners Report

No report.

V. Delegate/Staff Recognition

Chairman Don Shall welcomed Bob Townsend representing the Addison County Economic Development Corporation, and Katina Martin from Salisbury.

VI. Old Business

Comments on Proposed ACRPC Bylaws

Thea noted that the proposed bylaws have been submitted as a self-contained document for consideration by the delegates. Color-coded copies indicating specific changes are also available.

Milo Schaefer suggested that the term “citizen interest groups” substitute “community interest groups” as a matter of consistency throughout the document. Since the commission’s duties are both pro-active and supportive in nature, Milo also recommended that the bylaws include a scorecard to measure performance.

Adam noted that the Department of Housing and Community Affairs, which provides funding to ACRPC, has made no adverse findings in regard to the commission’s performance of duties as directed by state statute.

Fred Dunnington offered the following recommendations:

- 1) Page 8, Section 601 – substitute “voting representatives” with “voting delegates”;
- 2) consistently use the term “chair” throughout the document as opposed to “chairperson”;
- 3) Page 13, Section 1102, #3 – substitute “Sign contracts” with “Perform management acts”;
- 4) Page 14, Section 1201 – Add “and Executive Director” after phrase “notifying the Chairperson [Chair]”

Judy Kowalczyk pointed out a typographical error on Page 7, Section 402, #2: should read “one-fourth”

Judy also suggested defining delegate term limits, and advising towns of delegate voting records. Fred explained that by state statute, the municipalities that appoint delegates also determine term limits. Thea added that delegate votes are reported in the minutes, which are sent to each town, in addition to delegate attendance records.

Adam advised that the Bylaws Committee would consider all comments for incorporation in a second draft for review at the next regular meeting of the commission, and a final vote will be held at the annual meeting in May.

Nominating Committee

The Nominating Committee proposes the following slate to compose the nominating committee: Following an unwritten Commission tradition, since their terms will expire on the Executive Board, Karl Neuse and Don Shall have agreed to serve on the Nominating Committee, together with Ellen Kurrelmeyer. **Thea Gaudette moved to accept the Executive Board’s proposed slate for the nominating committee. Andrea Ochs seconded the motion. The motion passed unanimously.**

VELCO Update

Adam reported that VELCO has filed mitigation proposals and plans for the 115-line running from the New Haven substation north. Adam proposes that ACRPC offer the same services to towns affected by the line as it offered to the Town of New Haven with monies from the contingency fund. He added that the process should be relatively short since a response must be filed by March 24th.

Andrea Ochs moved to offer the commission’s services to towns north of New Haven substation affected by VELCO’s lines. Judy Kowalczyk seconded motion. Andrea amended motion to qualify costs not to exceed \$2,000. Judy seconded the amendment. Motion passed by voice vote; 2 abstaining (Milo Schaefer and Bob McNary).

VII. New Business

Discussion on Annual Meeting Agenda and Location

Adam conveyed suggestions made by the Executive Board for potential locations for the annual meeting, and welcomed further suggestions from delegates. Possible sites include the Waybury Inn, Middlebury Inn, Snow Bowl, and Red Mill Inn. Guest speakers and topics being considered include Governor Douglas, Equine/Ag Bill McKibbin, Demographics, Migratory Workers, and Alternative Financing for Town or Public Infrastructure “Creative Economy.”

Neil Kamman suggested inviting Bob Kadanza of the Gunn Institute as a guest speaker.

Judy Kowalczyk offered her home to host the annual meeting, or in the alternative, hold an open house at a future date.

Local Government Committee

Thea Gaudette reported that a public hearing was held to confirm Middlebury’s ongoing planning process and to regionally approve Middlebury’s Town Plan. After a brief discussion of the meeting, the committee recommended that the commission confirm Middlebury’s planning process and regionally approve the Middlebury Town Plan.

Thea Gaudette moved confirmation and regional approval; Andrea Ochs seconded the motion. Motion passed by voice vote. One abstaining (Fred Dunnington). Middlebury’s Town Plan and planning process confirmed and regionally approved.

VIII. Members’ Concerns/Information

Judy Kowalczyk noted that A.C.O.R.N. (Addison County Relocalization Network) is forming a group in Addison County with concentration on local food, as well as plans to start an energy co-op. The group meets monthly at the Ilsley Library every third Thursday. Interested persons may contact Greg Pahl or Nataka White for more information.

Don Shall recognized Bristol delegate Bill Sayre, who was recently appointed to the CVPS Board.

Elissa Close advised that plans are in the works in Bristol and surrounding towns to research health care options. Grant money has been requested to fund an exploratory committee for future planning. Elissa provided her e-mail address: elisa.close@vtmednet.org in the event someone wants to provide her with names of people interested in the dental/health clinic that her group is working on for the Bristol vicinity.

IX. Adjournment

Thea Gaudette moved to adjourn; Andrea Ochs seconded the motion. Motion passed unanimously by voice vote.

Meeting adjourned at 9:06 p.m. The next full commission meeting will be held April 12, 2006.

Submitted by,
Peggy Connor