

**Meeting Minutes**  
**Addison County Regional Planning Commission**  
**Wednesday, March 10, 2010**

*The ACRPC March Meeting was held at the ACRPC offices on March 10, 2010 with Thea Gaudette, Chair, presiding.*

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**ROLL CALL:**

*Addison:*

*Bridport:* Andrew Manning  
Ed Payne  
Mike Gamache

*Panton:*

*Ripton:* Jeremy Grip

*Bristol:* Peter Grant

*Salisbury:* Bryan Jones

*Cornwall:* Ralph Teirscheid

*Shoreham:*

*Ferrisburgh:* Larry Keyes  
Bob McNary

*Starksboro:* Richard Warren

*Goshen:* Jeff Cathcart

*Vergennes:* Alyth Hescocock

*Leicester:* James Maroney

*Waltham:*

*Lincoln:*

*Weybridge:*

*Middlebury:* Fred Dunnington  
Pat Peters

*Whiting:* Ellen Kurrelmeyer

*Monkton:* Thea Gaudette  
Charlie Huizenga

*New Haven:* Harvey Smith

*Orwell:*

**CITIZEN INTEREST REPRESENTATIVES:**

*Addison County Farm Bureau:*

Kent Wright

*Addison County Economic Development Corp:*

*Otter Creek Audubon Society:*

Margaret Lowe

*Otter Creek Natural Resources:*

*Addison County Chamber of Commerce:*

**ACRPC EXECUTIVE BOARD**

*Chair:* Thea Gaudette

*Vice-Chair:* Bob McNary

*Secretary:* Bruce Webster

*Treasurer:* Jeremy Grip

*At Large:* Ellen Kurrelmeyer

Steve Revell

Harvey Smith

**STAFF**

*Executive Director:* Adam Lougee

*Assistant Director/GIS Manager:* Kevin Behm

*EM/Senior Planner:* Tim Bouton

*Transportation/Senior Planner:* Richard Kehne

*Environmental Planner:* Elizabeth Golden

*Land Use Planner:* Claire Tebbs

*Office Manager/Bookkeeper:* Pauline Cousino

### **7:30 p.m. PROGRAM:**

Adam introduced Jim Moulton, Executive Director of Addison County Transit Resources (ACTR). Jim reported that ACTR is the public transportation provider in Addison County. They operate shuttle bus services with deviated service to pick up people within a certain distance. They have five service routes: Middlebury, Tri-Town, Snowbowl/Ripton, Saturday LINK to Burlington, and the Connector to Rutland. They also have Dial-a-Ride Services where volunteers pick up people, with reimbursement for wear and tear on their cars. This service is provided to elders, people with disabilities, blind, visually impaired, Medicaid and others in need. All of their buses are wheelchair accessible and have bike racks. As of March, they have added 40% more bus service, due to successful grants applications. That's 6,000 more bus hours of service. This means they also have a direct connection from Middlebury to Vergennes, Tri-Town Shuttle Buses to run on the average of every hour, double the Saturday LINK service to Burlington (4 times per day), and the Middlebury Shuttle Bus is much easier to use and understand. For example, the service is more frequent. Also, Google Transit is coming with Kevin's GIS help, to direct people along the public transit route via an on-line system.

Ralph suggested that they provide service south of Middlebury and along Route 30 to offer transit service to people who have no public transit, instead of offering more convenient service to people who already have service. Jim explained that they made the decision based on making the service more convenient to increase ridership. They have Route 115 and Route 30 planned for the future. They weighed the information they got from people in particular towns with the grant funding available. Margaret Lowe asked for information about the increase in usage under the new service. Jim responded that the shuttle bus system overall usage has increase three-fold since it started. Transit benchmarks compare them to national transit systems in terms of cost per provide and riders per hours. All of their services exceed these benchmarks. Therefore, their services are very productive. They are currently in the "soft open" stage, working out the kinks. There will be more publicity in April about this expansion, which should increase the ridership.

Andrew Manning asked if the schedule includes the Rutland and Burlington routes (difference service providers). Jim responded that it does. Ellen Kurrelmeyer asked if there could be a seasonal route to connect to the Fort Ti area. Jim answered that this is the first request he has had. He will do more research. He recommended that people who want that service should contact ACTR. Kevin asked how the service helped during the Champlain Bridge crisis. They provided shuttle bus service, two runs in the morning and two in the afternoon into Vergennes. They later shifted their service to the Charlotte Ferry. Lastly, they shifted to the Chimney Point Ferry, when that was active. They also provided a Dial-a-Ride service from the Fort Ti Ferry for people parking on the New York Side, taking the ferry on foot, and then they were transported to their work on the Vermont side. People were very grateful and it was rewarding to ACTR to help. Behind the scenes, it took a lot of work to adjust to the difference ferry services and destinations, often at the last minute. They served a diverse list of employers.

ACTR was awarded a Federal Transportation Grant for building a new facility, with the help of Senator Patrick Leahy. It will be co-located with the VTrans Maintenance Garage in Middlebury on Creek Road. It will improve task efficiency and cost-effectiveness. They will be able to repair and

maintain vehicles on-site, purchase bulk parts and store them on-site, reduce fleet management time, store vehicles inside, increase client confidentiality, and improve work conditions through ergonomically designed space. They will reduce operational costs and re-direct funds to provide improved on-the-road service. They hope to move in by the end of 2011.

Margaret Lowe asked how the 40% expansion has affected employment. Jim said that they added three full time drivers, went from a half-time to a full time finance manager, went from ½ to ¾ time marketing person, and added another half-time dispatch manager. They now have 27 staff members. Fred Dunnington said he was grateful to have good public transit in Middlebury. Jim added that their services provide affordable transit for those who have no other way to travel, and can reduce a family expense by \$6,000 when they allow a family to give up their second car. Andrew Manning asked how the service is working taking the elderly from Bridport to Senior Meals. This is a Champlain Valley Council on Aging program that provide nutritional meals as well as a social interact. The information on those buses is in their schedule, as well.

Asked how long it would take to get service along Route 116 from Bristol to Burlington. Jim answered that ridership numbers were low along the route. Hinesburg just voted to become a member of CCPA, so they are first in line to receive transportation funding. Alyth Hescoock asked if there are any problematic areas. Jim answered that Route 125 to the Snowbowl is a frost-freeze disaster that takes a toll on their buses. Over the years, they learned to avoid problem intersections in Middlebury. Bryan Jones asked if it was funded by the Federal government. Jim answered that the funding is 80/20. Middlebury College, United Way, businesses, individual donors and the towns all contribute funds. The College funds the Snowbowl Route to a great extent, as they are the largest user. He also asked if the amount of funds are matched to increasing the service. Jim answered that there are spikes in funding and services. They are finally getting their “just” investment because, based on a demographic analysis across the state, they were \$200,000 short for their services. Now, with recent funding, they are receiving all of the funds that they should have been receiving all along.

James Maroney asked how long their funding sources will last. Jim answered that expansion grants are good for three years, \$200,000 per year. After three years, they and the Agency of Transportation evaluate the service. Funding will continue as long as they attain their benchmarks. So far, all of their services have met the benchmarks. The State “T” funds have stabilized in the past year. The Federal “T” funds are expected to increase. Reauthorization of transportation funding is every six years and should happen this October. ACTR is a member of a national transit organization, which lobbies for transportation funding. Public transportation has been increasing over the years. They measure total ridership, rides per hour, and the cost per ride hour. They expect cost per ride will increase initially, but over time, people try it out and it becomes more full, decreasing the cost per ride hour. They are always trying to balance right-sizing their buses for volume based on route and hour of day.

Adam asked Jim to talk about how Kevin assisted their grants. ACTR had a route expansion plan and specific commute patterns around energy use, which Rick and Kevin did a lot of work on. TAC also worked on other projects, providing expertise and time, making our community a better place.

Their contact information is [www.actr-vt.org](http://www.actr-vt.org) or call 902-388-1946.

## **8:30 p.m. BUSINESS MEETING:**

Thea Gaudette called the meeting to order.

**I. Approval of Minutes:** February 10, 2010 – Thea asked for a motion on the Minutes. Bob McNary moved the adoption of the February 10, 2010 Minutes; Peter Grant seconded. One correction was made to the Minutes. The Minutes were approved as corrected; with Jeff Cathcart abstaining.

**II. Executive Board Minutes:** Adam noted that there was no meeting in February.

**III. Treasurer's Report:** Adam reported that there was no Treasurer's Report this month because Pauline is out with a hip operation. Thea asked if we are solvent and Adam replied that we are.

## **IV. Committee Reports:**

**Act 250** – Ellen Kurrelmeyer reported:

### **New Applications:**

1. On February 11, 2010 the Middlebury Airport submitted an application to build a storage building to house its snow clearing equipment for Middlebury Airport. On February 18, 2010 the District 9 Environmental Commission issued notice that it would treat the application as a minor application unless a party requested a hearing on or before March 15, 2010.
2. On February 26, 2010 Lathrop Limited partnership filed an amended application to the initial Act 250 Permit application that it filed in August, 2007. The amended application includes evidence on all criteria beyond the Criterion 10 ruling sought in the initial application. The substance of the application has not changed significantly. Upon its receipt of the initial application, the Act 250 committee met and after urging of the Bristol delegation, determined that this application did not have “significant regional impact”. It recommended to the full commission that ACRPC not participate in this issue, but rather leave it to the Town of Bristol. Therefore ACRPC has not participated in this application to date.
3. On March 1, 2010 McDonald's, Inc. filed an application to demolish its existing store on Court Street in Middlebury and replace the existing facility with a new facility of approximately the same size that includes expanded drive-through capabilities. They have requested that the application be treated as a minor application.

### **Approvals or Denials:**

1. On March 3, 2010 District 9 Environmental Commission issued an administrative permit in favor of Pike Industries in New Haven authorizing Pike to replace its existing truck scales with newer equipment.

**Brownfields** - Jeremy gave an update on two projects we are working on, Middlebury Union High School Legion Fields Project and the Shade Roller Mill in Vergennes. The Phase II investigation at the Middlebury Union High School Legion Fields property is completed. We should have a final report within the next two weeks. Results should generally be positive. We will hold a committee meeting to review the final report when we receive it. We have not progressed as well this round at the shade Roller mill in Vergennes. The testing includes a neighboring property owner. To date we have been unable to come to terms on a site access agreement and cannot start testing until we resolve that issue. We also have plenty of money left in both funds (Petroleum and Hazardous materials), so if you know of any projects, please bring them to Adam's attention or the attention of a committee member. Fred reported that there is \$100,000 available under the hazardous materials grant and a similar amount under the petroleum grant. We need to use this funding in this fiscal year, by October 1. Ralph added that Middlebury Airport is storing toxic chemicals. Fred replied that the site is to the South of where they propose to build.

**Energy** – Ed Payne reported that the Committee met on Monday, March 8. All of the energy audits on municipal buildings applying for EECBG grants were completed and all of the comprehensive applications from Addison County towns invited to submit were submitted by February 23. She is now taking requests from Selectboards for energy audits on municipal buildings in towns who did not submit final applications.

Elizabeth is working with VEIC to purchase CFLs at a greatly discounted cost and plan for the light bulb exchange program. Middlebury, Ripton, Lincoln and Cornwall are participating in the Vermont Community Mobilization Program, under the direction of Laura Asermily, Middlebury's Energy Coordinator. Volunteers go into residents' homes in pairs, to educate them about energy saving methods and change out light bulbs and install water saving devices, programmable thermostats and other materials. It is sponsored by Efficiency Vermont.

Our upcoming presentations include "Integrated Design-Build for Energy Savings for Non-Residential Buildings" on April 22, "Global Warming Mitigation Strategies" on March 25, and "Night Lighting" on May 27. All programs are presented from 7-9 pm at our offices. The Green Energy Expo is schedule for this Saturday, 9 am – 4 pm at the MUHS. Elizabeth has arranged for all of the programming. The Executive Board has appointed Dave D'Alleinne to chair the committee. Ed is the Vice-Chair. Elizabeth is assisting the Shoreham Energy Committee in getting started and working on their Energy Plan and Programs. They have already created an energy survey and presented a "Tighten Up" program. The Committee will next meet on Monday, April 5 at 7 pm.

**Act 248** – Ed reported that Adam and Elizabeth met with Ernie Pomerleau and Katherine Saunders to discuss the Committee's and the Full Commission's recommendations for landscaping at the Ferrisburgh Solar Farm site on Route 7. Elizabeth will be working with their landscape designer on the landscape plan for the site and attend the site tour and Public Hearing on March 17.

**Local Government** – Thea reported that Elizabeth has completed Lincoln's Plan Review at their request, but that their Selectboard needs to hold a Public Hearing and approve the Plan before the Committee meets with them. Whiting and Salisbury will be ready for a review soon.

**Natural Resources** – Kevin reported that the last meeting was cancelled due to a severe weather warning. They are working on the Minerals section, which is the final section of the Plan.

**Strategic Planning** – Fred reported that staff is scheduling meetings with Selectboard through the Commissioners. Their next meeting is Thursday, March 16 at 7:30 pm.

**TAC** – Bob reported that the Committee met on February 17 with two guest speakers: Jim Moulton and Gil Newbury from VTrans. Gil urged our county to avoid designating impaired waterways, and for landowners to run your storm water across something green. Gil also reported that VTrans is using salt brine for the first time this year, in a mix of 77% water and 23% salt with some molasses added for adhesion, allowing it to work down to 4 degrees. The cost is under 2 cents per gallon. Sand is now a last report. Margaret asked how the brine is being applied and expressed her concerns about its effect on vegetation. Bob answered that it is applied before the storm. Fred noted that since it is not granular, it doesn't bounce off the road, thus it has less effect on the vegetation. Andrew added that Maine is using it. Thea added that we are in District 5, the test district for the brine. Bob added that the Champlain Bridge reconstruction bids are scheduled to be opened mid-April.

**V. Joint Partners Report:** none

**VI. Delegate/Staff Recognition/ Project highlights:**

**Monthly Highlights for Commissioners – February 2010**

Tim's primary focus for the coming month will be updating Basic Emergency Operations Plans to reflect post-town meeting changes in personnel. He will also be visiting Selectboard meetings conducting community outreach both for ACRPC and for LEPC #8.

Elizabeth noted the Addison County Green Energy Expo is this Saturday at the Middlebury Union High School from 9:00 to 4:00. Elizabeth has been in charge of putting together all the programs for the Expo. She invites all to visit all the great energy related programs and businesses in Addison County.

Kevin stated that he assisted the Town of Ripton with updating their Town Plan in preparation for Town Meeting. He revised their planning districts and updated their maps. He also conducted a build-out analysis to compare the existing districts to the proposed districts.

Rick noted as a result of repeated historical flooding along the VT 125 corridor, and in response to suggested outcomes from a Middlebury River Watershed Study, the TAC is sponsoring a cost/benefit study which looks at possible options for mitigating the transportation related impacts of flooding on Route 125. One possible option is the relocation of VT 125 between East Middlebury and Ripton village along the old center turnpike right-of-way. Malone and McBroom, an engineering firm familiar with the area, will be conducting the cost/benefit analysis. Anyone with comments regarding this issue, please contact Rick.

Pauline had hip replacement surgery on March 1<sup>st</sup>. She appears to be recovering well.

Claire is hosting the interactive TV training tonight on Census Data for Town Planning, but hopes to stop by when it is done and introduce herself to you.

Adam highlighted two infrastructure projects he has been overseeing for too long. The first, the New Haven Sidewalk project, which will build sidewalks in New Haven village near the school, will be advertised for bid in tomorrow's paper and built this summer. Similarly, the Cornwall shoulders project, putting 3 foot bicycle lanes on both sides of Route 30, has final plans, will have all its permits and ROW clearance by the end of the month, and will also be built this summer by VTrans as part of the reconstruction and re-paving of Route 30. Both projects add valuable infrastructure to communities in the region and Adam would like to see us doing more of them.

## **VII. Old Business:**

1. Champlain Bridge update – Adam reported that the ferry is running. The Senate legislative aid package for affected businesses includes \$800,000 available for loans but lacks reimbursements for losses. There is a total of \$8 million in ARRA funding available.
2. Strategic Planning – Staff Meeting with Commissioners and Selectboards – Ralph asked for an agenda for his meeting with his Selectboard. Adam replied that he would be given one. Elizabeth added that she has given an Agenda to Ralph.

## **VIII. New Business:**

1. Water quality brochures for watersheds in Addison County – Kevin is working on a watershed collaborative outreach to towns, and been to six towns thus far. The work is supported by ARRA funds. He has worked on a Water Quality Guide for Leicester, which was produced as an offshoot of a Lake Dunmore Study. It looks at best siting properties for water quality protection. A limited number of printed copies are available. The brochures are also available on our website.
2. Election of a Nominating Committee for Executive Board Officers – Thea explained that the Nominating Committee recommends a slate of officers, but that nominations can also come from the floor. The Committee will announce a recommended slate at the April meeting, 30 days prior to a May meeting vote. The Executive Board recommends Harvey Smith, Alyth Hescock and Andrew Manning to serve on the Nominating Committee. Bob moved to accept the recommendation; Ellen seconded. The motion carries unanimously, except for Ralph opposing.
3. Nominations for the Bertha Hanson Award – Thea explained that the Award is for outstanding service as a Commissioner, either in large ways or many small ways, and asked that nominations be sent to Adam prior to the April Executive Board meeting.

4. Town Selection of Delegates and Alternates – Adam announced that Selectboards will be appointing Delegates and Alternates at their next meeting for the next Fiscal year (July 1 – June 30). He asked that the Delegates make their Selectboards aware of their intention to serve and need to make appointments. Andrew asked what paperwork is needed. Adam replied that Elizabeth will be sending the Annual Mailing with requests for updates in early April.

5. Annual Meeting – Adam asked for ideas for providing dinner at our Annual Meeting. He is looking for ideas for a fun speaker and nice dinner. Ralph recommended the Basin Harbor Club or Waybury Inn. Ed recommended we hold another potluck dinner, as rural communities have been doing for many years. Adam asked that any other suggestions be made to him.

6. Summer Retreat – Adam announced that last year we sponsored two scholarships for the Summer Retreat at Lake Fairlee – Thea and Mary Dodge. He asked if anyone was interested in going. Thea noted that last year's group was Planning Commissioners; this year it is Development Review Board members. The event offers small group discussions with interesting people, and the camp has an incredible view, but unheated cabins. It has an outdoor focus. The event is low key and there is a lot to learn from the experience. It will be held Friday night through Saturday afternoon, June 18 and 19, 2010.

**IX. Member's Concerns/Information:**

1. Bob expressed his concern that President Obama is interested in increasing the number of nuclear power plants to provide electrical energy.

2. Ellen announced that the Whiting Governor's Breakfast was cancelled, due to a change in the Governor's schedule, and is now scheduled for March 22 in Whiting.

**X. Adjournment:** Peter Grant moved to adjourn the meeting; Fred seconded. The meeting was adjourned at 9:24 pm.

Respectfully Submitted,  
Elizabeth Golden