

Meeting Minutes
Addison County Regional Planning Commission
Wednesday, October 13th, 2010

ACRPC held its monthly Meeting at its offices at 14 Seminary Street in Middlebury on October 13th, 2010 with Thea Gaudette, the Chair, presiding.

ROLL CALL:

Addison:

Bridport: Andrew Manning
Ed Payne
Mike Gamache

Panton:

Bristol: William Sayre
Peter Grant
Chris Lathrop

Ripton: Jeremy Grip

Salisbury: Bryan Jones

Cornwall:

Shoreham:

Ferrisburgh:

Starksboro:

Goshen: Jeff Cathcart

Vergennes: Alyth Hescock

Leicester:

Waltham:

Lincoln:

Weybridge:

Middlebury: Pat Peters

Whiting: Ellen Kurrelmeyer

Monkton: Thea Gaudette
Charlie Huizenga

New Haven: Harvey Smith

Orwell: Andrea Ochs

CITIZEN INTEREST REPRESENTATIVES:

Addison County Farm Bureau:

Addison County Economic Development Corp:

Otter Creek Audubon Society:

Otter Creek Natural Resources:

Addison County Chamber of Commerce:

Harvey Smith

Margaret Lowe

Andy Mayer

ACRPC EXECUTIVE BOARD

Chair: Thea Gaudette

Vice-Chair: Harvey Smith

Secretary: Ellen Kurrelmeyer

Treasurer: Jeremy Grip

At Large: Steve Revell

Andrew Manning

Bill Sayre

STAFF

Executive Director: Adam Lougee

Assistant Director/GIS Manager: Kevin Behm

EM/Senior Planner: Tim Bouton

Transportation/Senior Planner: Richard Kehne

Land use Planner: Claire Tebbs

Office Manager/Bookkeeper: Pauline Cousino

PROGRAM: Thea opened the meeting at 7:35p.m. welcomed Andy Mayer, the Executive Director of the Addison County Chamber of Commerce (“the Chamber”) to the meeting and invited Andy to speak about the Chamber, its programs and how it does and should interact with ACRPC. Andy thanked the Commission for the invitation and began his discussion of the Chamber. He noted the Chamber has just under 700 business members, nearly half of which are located in Middlebury. He noted that the Chamber’s job was to promote Addison County businesses. They did this through a number of programs and events including:

- a. Monthly Mixers
- b. It’s web-presence
- c. The Chamber’s Insurance Pool Program
- d. Its bulk mail program; and
- e. Serving as a visitor center.

Andy noted that the Chamber worked well with ACRPC and gave a few examples of joint programs including the response to the Champlain Bridge, the Lake Champlain Byways Program and the Vergennes Train Station project.

Andy also spoke about the services the chamber offered to the region’s communities and its relationships with the business organizations in Middlebury, Vergennes and Bristol. Andy concluded his discussion by noting that the Chamber’s website is Addisoncounty.com and inviting everyone to visit and see what was happening in the region.

8:45 p.m. BUSINESS AGENDA:

Thea called the Business Meeting to order to address the agenda before the Commission.

- I. **Approval of Minutes: September 8, 2010** – Thea asked for a motion on the Minutes. Peter Grant moved the adoption of the minutes of September 8, 2010; Charlie Huizenga seconded the motion. The Commission approved the minutes on a voice vote with only Jeff Cathcart abstaining.

Approval of Minutes: Joint Meeting with Economic Development September 13, 2010- Ellen Kurrelmeyer moved the adoption of the minutes of September 13th, 2010; Jeremy Grip seconded the motion. The Commission approved the minutes on a voice vote with only Jeff Cathcart abstaining.

- II. **Executive Board Minutes: September 22, 2010** - Thea explained that the Draft Executive Board Minutes are provided for information only, and asked if anyone had any questions. No one asked a question on the Executive Board minutes.

- III. **Treasurer’s Report** – Adam reported on the Treasurer’s Report dated October 13, 2010. He reported that our cash balance is still strong. He also reported that the unaudited financial

statement for last fiscal year, ending June 30, 2010 shows expenditures slightly less than revenues. Adam noted that the Commission's audit is nearly completed and that he expected that once all is settled, the commission will end the year slightly in the black. Andrea Ochs moved acceptance of the Treasurer's Report. Harvey Smith seconded the motion. The motion to accept the Treasurer's Report was unanimously approved.

IV. Committee Reports:

- a. **Act 250.** Ellen Kurrelmeyer gave the following Act 250 report:

New Applications:

1. On September 16, 2010 A.R. Sand and Gravel filed an application to amend an existing act 250 permit to allow them to continue and expand their existing gravel extraction operation on Route 116 in Bristol.

Approvals or Denials:

1. On October 20, 2010 the District 9 Environmental Commission issued an Administrative permit to the Agency of Transportation to reposition the Vergennes Train Station to the Ferrisburgh Park and Ride.
 2. On October 4, 2010 the District 9 Environmental Commission issued a permit to the Rowland E. Robison Memorial Association to construct a 5,965 square foot building for a welcome center and exhibit space at the Rokeby Museum in Ferrisburgh.
 3. On October 7, 2010 the District 9 Environmental Commission issued a permit to Francis and Diane Heffernan to continue and expand their existing gravel extraction operation on Route 116 in Bristol.
 4. On October 7, 2010 the District 9 Environmental Commission issued a permit to R. L. Vallee to amend their existing Act 250 permit on its service station at the corner of Rt. 125 and Rt.22A in Shoreham to allow them to expand their parking lot for use as a truck storage area.
 5. On October 12, 2010 the District 9 Environmental Commission issued an Administrative permit to the Agency of Transportation to replace 7,186 feet of existing guardrail with an oxidizing w beam guardrail.
- b. **Local Government.** Thea requested that the commission postpone the Local Government Committee report until new business.
- c. **Natural Resources.** Andrea noted that the committee will have a working draft of the Natural Resources section of the plan ready for full commission review shortly.

- d. **TAC.** Andrew Manning reported that the TAC awarded \$40,000 in transportation infrastructure planning projects last meeting. Starksboro, Bristol and Lincoln all received planning funds to conduct Bike/Ped Planning Studies for their respective villages.
 - e. **Energy.** Harvey noted that the Committee would meet on October 25th at 7:00 pm.
 - f. **Brownfields.** Adam reported the committee had not met.
- V. **Joint Partners Report:** Adam noted that our program had been presented by one of our partners, the chamber of Commerce. Harvey noted that Economic Development had also approved the minutes of our joint meeting and were busy submitting annual reports to DCHED.
- VI. **Delegate/Staff Recognition Project Highlights:** Adam presented staff's project highlights for the month. The report is attached as Exhibit A.

Also, Thea introduced Chris Lathrop to the Commission and asked him to say a couple of words about himself. Chris introduced himself as a new alternate from Bristol. He noted that he had grown up in the area, moved away and come back and that he works as a transportation engineer.

VII. Old Business:

1. Committee Assignments. Adam noted that in the package that he sent out for the meeting he had included committee assignments as made by the Executive Board. We have received several late requests, which the board will take up at its next meeting. In the meantime, if you have questions or concerns about your assignment, Please speak with Adam or a member of the Executive Board. Thea asked Adam to make sure Pat Peters name was on the local government committee.
2. Amendments to Workplan and Budget (Handed out at the September meeting for a vote in October) At the September meeting, Adam presented the Commission with a new proposed budget in the packet and asked that the commission be prepared to vote on the amendment at the October meeting. He explained the changes briefly. After several questions, Harvey Smith moved to amend the budget to that proposed. Andrea Ochs seconded the motion. The amended budget passed unanimously.
3. Memorandum of Understanding for Bi-State Park (Handed out at the September meeting for a vote in October). At the September meeting Adam handed out a Memorandum of understanding prepared by the group interested in creating a bi-

state park with New York at the Champlain Bridge. He asked people to review it and noted we would discuss it and vote on whether ACRPC should sign the Memorandum at the October meeting. Commissioners asked a number of questions which Adam could not answer:

Are the landowners around the park in favor of its creation?
Is the Town of Addison in favor of its creation?
Is Vermont Fish and Wildlife in favor of the park?

They requested that Adam answer these questions before a vote.

Peter Grant moved to table the discussion until Adam could provide answers. Ed Payne seconded the motion, which passed unanimously.

4. Other- None.

VIII. New Business:

1. Confirmation of the planning process and approval of the Addison Town Plan. Thea noted that the local government committee had held a hearing in Addison reviewing the Addison Plan and confirming the planning process. As a result of the meeting the Local Government Committee recommends that ACRPC confirm the planning process and approve the town plan in Addison. Thea noted Addison was missing one element, Child Care, but noted it was a new element and Addison had agreed to revise the plan to include it She requested a motion supporting the Committee's recommendation. Ellen Kurrelmeyer moved to adopt the committee's recommendation. Peter Grant seconded the motion. The Commission approved the motion unanimously.
2. Follow-up to last month's meeting on Agriculture. Thea noted that the Executive Board had discussed creating a follow-up series on agriculture. She noted we would work with partners, try to focus each meeting on a single topic and focus on community Outreach. Andrea and Harvey noted the Farm Bureau would partner with ACRPC. The commission generally consented it was a good idea and we should pursue it. Adam read a statement from James Maroney into the minutes. James states as follows:

Conventional dairy farming, with its quest for consolidated and higher and higher yields drives its own destruction as it degrades water quality, and ACRPC must take seriously the objective of changing dairy so that it can make food for local consumption, be profitable and not pollute the lake.

3. Other. None

IX. Members Concerns: None.

- X. Adjourn:** There being no further business, Andrea moved to adjourn the meeting; Charlie Huizenga seconded the motion and Thea adjourned the meeting at 9:30 pm.

Respectfully Submitted,

Adam Lougee
Executive Director

Monthly Highlights for Commissioners – October 2010

Tim: Tim's primary focus for the coming month will be completing updates of Emergency Operations Plans for each municipality in the region and getting electronic plans sent to VEM for their records. He will also be attending the VT Emergency Preparedness Conference in Stowe October 25 and 26 where he will also host the Addison County Emergency Manager's Roundtable.

Kevin: Kevin states that he is working hard on the final committee draft of the Natural Resource element of the Regional Plan.

Rick: Rick states that he is working with road foremen to develop a list of priorities for all roadway transportation infrastructure in the region (Not merely state facilities). Rick notes he is also writing rfps for this year's TAC sponsored town studies so we can complete them early in the year.

Claire: Claire notes ACRPC received a grant from the Vermont Department of Environmental Conservation to provide planning outreach regarding Low Impact Development (LID) in Addison County. Claire reviewed the plans and regulations of Vergennes, Bristol and Middlebury. Each review looks at how town plans, zoning bylaws and subdivision regulations support or hinder LID practices. Comments, recommendations and resources have been provided for each topic area. I have also attached an LID informational brochure that ACRPC created last year with funds from the same grant. These will be available in our office.

Adam: Adam notes that the water quality work ACRPC has funded on the Middlebury River is nearing completion. Two years ago ACRPC worked with Amy Sheldon and the Towns of Middlebury and Ripton to create a plan to improve water quality and prevent erosion hazards along the river. Last year we received a \$50,000 grant from the river management division at ANR to implement the top projects in that plan, complimenting a larger grant the Town of Ripton had received to protect the village. ACRPC's portion of the work included some work in the river in Ripton (Installing a weir and storm shoot- Completed and handled the last big rainstorm pretty well); Working with Middlebury Area Land Trust to preserve some floodplains above the Village of Ripton (Closing next Month) and working with landowners and Middlebury to create a protected river corridor in East Middlebury (TO be completed by the end of the year). The planning work we do is important and without it we would never have figured out concrete steps we could take to mitigate hazards and improve water quality on the Middlebury River. It is also very rewarding to see those plans implemented to provide infrastructure that has real impact on the quality of life of the communities of the region.

Pauline: Pauline notes the audit should be completed any day.