

Meeting Minutes
Addison County Regional Planning Commission
Wednesday, September 14, 2011

ACRPC held its Monthly Meeting at its office at 14 Seminary Street in Middlebury on September 14, 2011 with Harvey Smith, the Chair, presiding.

ROLL CALL:

<i>Addison:</i>	Barbara Supeno	
<i>Bridport:</i>	Andrew Manning Ed Payne	<i>Panton:</i>
<i>Bristol:</i>		<i>Ripton:</i> Marty Kulczyk
<i>Cornwall:</i>		<i>Salisbury:</i> Bryan Jones
<i>Ferrisburgh:</i>	Kevin Rooney	<i>Shoreham:</i>
<i>Goshen:</i>		<i>Starksboro:</i>
<i>Leicester:</i>	James Maroney	<i>Vergennes:</i>
<i>Lincoln:</i>		<i>Waltham:</i>
<i>Middlebury:</i>	Fred Dunnington David Hamilton	<i>Weybridge:</i>
<i>Monkton:</i>	Thea Gaudette Charlie Huizenga Wendy Sue Harper	<i>Whiting:</i> Ellen Kurrelmeyer Jonathan Heppell
<i>New Haven:</i>	Harvey Smith Linda Horn	
<i>Orwell:</i>	Andrea Ochs	

CITIZEN INTEREST REPRESENTATIVES:

<i>Addison County Farm Bureau:</i>	Kent Wright
<i>Addison County Economic Development Corp:</i>	Harvey Smith
<i>Otter Creek Audubon Society:</i>	Margaret Lowe
<i>Otter Creek Natural Resources:</i>	
<i>Addison County Chamber of Commerce:</i>	

ACRPC EXECUTIVE BOARD

Chair: Harvey Smith
Vice-Chair: Jeremy Grip
Secretary: William Sayre
Treasurer: Fred Dunnington
At Large: Steve Revell
Andrew Manning
Ellen Kurrelmeyer

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
Regional Planner: Kevin Lehman

Addison County Regional Planning Commission

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BUSINESS MEETING:

Harvey Smith, the Chair, called the Business Meeting to order to address the agenda before the Commission at 7:35 p.m.

- I. **Approval of Minutes: July 13, 2011** – Harvey asked for a motion on the Minutes. Thea Gaudette moved the adoption of the minutes of July 13, 2011; Margaret Lowe seconded the motion. After a brief discussion, **The Commission approved the minutes on a voice vote with all voting for approval, except for Barbara Supeno, Charlie Huizenga, James Maroney and Marty Kulczyk who abstained.**
- II. **Executive Board Minutes: July 27 and August 24, 2011** - Harvey explained that the Draft Executive Board Minutes are provide for information only, and asked if anyone had any questions. No one asked another question on the Executive Board minutes.
- III. **Treasurer's Report** – Adam reported on the Treasurer's Report dated September 14, 2011. He reported that our cash balance is still strong. He noted that receivables were decent even though we had August Items still to bill. However, even at year end revenues still lagged slightly behind expenses, if we include the entire cost of the car purchased this year as an expense. He noted that the gap had closed considerably since his July report and he expected when the audit was completed we would end the year in the black. Adam offered to answer any questions. **Ed Payne moved acceptance of the Treasurer's Report. Andrea seconded the motion. The motion to accept the Treasurer's Report was approved by voice vote with all in favor, except for Barbara Supeno, Charlie Huizenga, James Maroney and Marty Kulczyk who abstained.**
- IV. **Committee Reports:**
 - a. **Act 250.** Ellen noted that the commission had enjoyed some activity this month.
New Applications:

New Applications:

1. On September 14th Martin and Carol Kulczyk of North Branch Road in Ripton applied for an Act 250 application to build 10 cottages on their 112 acre property that currently contains their home. We have received notice that the district 9 Commission will treat this application as a minor unless a party requests a hearing prior to October 18th.
2. On September 14th Green Mountain Power applied for a Certificate of Public Good under Section 248 of Title 30 to construct an NPS 100 Wind Turbine on the campus of the Northland Job Corps in Vergennes.
3. On September 14th the ACoRN Energy Coop applied for a Certificate of Public Good under Section 248 of Title 30 to construct a 150 kW solar array to be located at 1 Lucious Shaw Lane in Middlebury, the site of Middlebury's former wastewater facility.

Approvals or Denials:

Addison	Bridport	Bristol	Cornwall	Ferrisburgh	Goshen	Leicester
Lincoln	Middlebury	Monkton	New Haven	Orwell	Panton	Ripton
Salisbury	Shoreham	Starksboro	Vergennes	Waltham	Weybridge	Whiting



None

- b. **Local Government.** See New Business.
- c. **Natural Resources.** See Old Business.
- d. **TAC.** Andrew Manning reported that the TAC had met and reviewed the town applications for projects that ACRPC funds with its TPI funding. Andrew noted a number of good projects and stated that the TAC would make its final decisions on the projects in October.
- e. **Energy.** Adam reported that the Energy Committee had met and discussed the projects ACRPC is currently pursuing. Adam explained the greatest change in projects occurred in the project we were funding to encourage the recycling of farm methane. Initially, the committee had been looking at an electricity generating feasibility project. However, as a result of some of the work that Kevin Lehman had done, the committee had voted to shift the focus of the study to producing fuel for either heating or vehicles. James Maroney questioned whether the commission should be spending any money to subsidize the current system which overproduces milk and will not be fixed until the supply becomes more limited.

Adam also noted there would be a meeting at Middlebury High School on September 27th to review the new produced state energy plan.

- f. **Brownfields.** Adam noted that the committee had met with ACRPC's consultant, Joe Hayes of ECS to review the three projects ACRPC is currently working on.

V. **Joint Partners Report:** None.

VI. **Delegate/Staff Recognition/ Project Highlights:** The Commission recognized new delegates Mary Kulczyk of Ripton, Barbara Supeno of Addison and Linda Horn of New Haven and gave each of the new delegates an opportunity to speak about themselves. Under Project Highlights, Adam used the newsletter to illustrate the work that each of the staff members have been doing to help the region recover from Hurricane Irene.

VII. **Old Business:**

- 1. **Committee Assignments.** Harvey noted that ACRPC requests that each of its delegates or alternates serve on at least one committee in order for the commission to more efficiently address its workload. He noted that the Executive Board reviewed the requests it actually received and made committee assignments based upon those requests. Anyone still desiring to serve on a committee should speak with a member of the Executive Board or Adam. Harvey then distributed the committee Assignments for the year. A copy of the Committee Assignments is attached as Exhibit A.

2. Natural Resources Section of the Plan. Adam and Kevin Behm handed out the Sections of the plan to be voted on. They also noted that all requests and the Natural resources committee's responses to those requests had been included in the package sent out prior to the meeting. Accordingly, all information regarding the process has been made available to everyone. We will hold our final public hearing next month in October and vote on adoption of the Natural Resources section of the plan, the Utilities and Facilities Section of the Plan and the Land Use section of the Plan. We will then vote to readopt the entire plan. Until then all have plenty of time to review the proposed changes in preparation for the hearing in October.
3. Other: None.

VIII. New Business:

1. Hurricane Irene Response. Adam used the newsletter to illustrate the actions staff of ACRPC had been taking to help our towns and towns in other parts of the State address the impact of Hurricane Irene.
2. Vote on the Confirmation of the Planning Process and regional approval of the Town Plan for the Town of Panton. Thea Gaudette, Chair of the Local Government Committee, reported that the Committee had reviewed the Panton Town Plan and held a joint public hearing with the Town of Panton Planning Commission. After the hearing the Committee unanimously recommends that the commission confirm the Planning Process for the Town of Panton and regional approval its Town Plan. Thea moved that the Commission vote as recommended. Andrea seconded the motion, which all approved on voice vote with Marty Kulczyk abstaining.
3. Orientation Manual: Adam noted he did not have it completed and requested to distribute it at the next meeting.
4. Other. Andrea noted that the Farm Bureau would be having Dan Conant speak on solar structures on barns at their next meeting at the Hannaford Career Center.

IX. Members Concerns: None.

X. Adjourn: There being no further business, Thea moved to adjourn the meeting; Andrea seconded the motion and Harvey adjourned the meeting at 9:00 pm.

Respectfully Submitted,

Adam Lougee
Executive Director

Monthly Highlights for Commissioners – June 2011

Tim: During May and June much of Tim's time is being taken up with flooding issues associated with the lake. ACRPC held a joint meeting with Municipal Emergency Management Directors and Zoning Administrators to discuss flood damage as they relate to rebuilding damaged properties and have scheduled a meeting for the public about shoreline stabilization techniques to be held July 13th. Additionally, Two "Incident Command System for executives" classes are being offered: Shoreham on 6/16 and New Haven on 6/23.

Kevin B: During May, Kevin coordinated with Adam and Kevin Lehman to have the office Prius converted to a plug-in hybrid. The car is now being used by staff for work travel and we are tracking the usage. Kevin also worked with Claire on Waltham's commercial district build-out demonstration. This was well received by the Waltham Planning Commission and Claire is continuing with the design standards aspect of the project. Summer water quality sampling began in May and Kevin is assisting the Addison County River Watch Collaborative with coordination and sample check-in.

Rick: We have two local roads that were selected for 100% state funded improvements because of the high occurrence of accidents along these roads. The Plank Road is the first. I have been coordinating a site visit with all 4 towns (Bristol, Waltham, Ferrisburgh, and New Haven) and VTrans. The second is Big Hollow Road in Starksboro. If any of the commissioners have particular feedback on safety issues they have observed or encountered along either of these roads, please have them pass it on to me ASAP.

Claire: Claire is currently completing a LID resource poster for Addison towns to display in their town halls/libraries etc. This poster will include techniques, case studies and resources for Vermont towns, developers and residents to capture and slow storm water. The poster will be available this summer and in a smaller format to download from our website.

Adam: This month Adam is pleased to highlight the Byway program. ACRPC has spent a considerable amount of time building the Lake Champlain Byway. Earlier in May VTrans announced that the Rokeby Museum in Ferrisburgh would receive a grant for \$200,000 to help it construct a visitor welcome center and exhibit space at the museum. I also spent time this month helping the Maritime Museum, also in Ferrisburgh apply for a grant for the next round to interpret and market some of the historic resources on the byway, with an emphasis on the War of 1812 which will have its 200th anniversary next year. We are also currently working with the Chamber on promotional material and with towns to highlight their intrinsic resources in a new plan to be released later this year.

Kevin L: Kevin helped to shepherd three projects into the Brownfields program during the month of May. ACRPC has contracted with an environmental consultant to do site assessments to determine the nature and extent of contamination at the Fire Station and Recycling Shed in Whiting, the One Dollar Market in Middlebury, and the Connor Homes facility in Middlebury. These assessments are an important step not only in getting the sites cleaned up, but in paving the way to redevelopment of the properties.