

**Meeting Minutes**  
**Addison County Regional Planning Commission**  
**Wednesday, November 9, 2011**

*ACRPC held its Monthly Meeting at its office at 14 Seminary Street in Middlebury on November 9, 2011 with Harvey Smith, the Chair, presiding.*

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**ROLL CALL:**

<i>Addison:</i>		<i>Orwell:</i>	Andrea Ochs
<i>Bridport:</i>	Andrew Manning Ed Payne Mark Pumiglia	<i>Panton:</i>	
<i>Bristol:</i>	William Sayre Peter Grant Garland Chico Martin	<i>Ripton:</i>	Jeremy Grip
<i>Cornwall:</i>		<i>Salisbury:</i>	
<i>Ferrisburgh:</i>	Larry Keyes Kevin Rooney	<i>Shoreham:</i>	
<i>Goshen:</i>	Chad Chamberlain	<i>Starksboro:</i>	
<i>Leicester:</i>	James Maroney	<i>Vergennes:</i>	
<i>Lincoln:</i>	Steve Revell	<i>Waltham:</i>	
<i>Middlebury:</i>	Fred Dunnington Karl Nuese David Hamilton	<i>Weybridge:</i>	
<i>Monkton:</i>	Charlie Huizenga Thea Gaudette	<i>Whiting:</i>	Ellen Kurrelmeyer
<i>New Haven:</i>	Harvey Smith		

**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

14 Seminary Street Middlebury, VT 05753 www.acrpc.org Phone: 802.388.3141 Fax: 802.388.0038

## BUSINESS MEETING:

Harvey Smith, the Chair, called the Business Meeting to order to address the agenda before the Commission at 7:30 p.m.

- I. Approval of Minutes: September 14, 2011** – Harvey asked for a motion on the Minutes. Charlie Huizenga moved the minutes Peter Grant seconded the motion. After a brief discussion, **The Commission passed the minutes by voice vote with Kevin Rooney abstaining.**

**Approval of Minutes: October 12, 2011** – Harvey asked for a motion on the October Minutes. Charlie Huizenga moved the minutes Peter Grant seconded the motion. After a brief discussion, **The Commission passed the minutes by voice vote with Kevin Rooney abstaining.**

- II. Executive Board Minutes: October 26, 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 November 14, 2011. Adam noted he expected to have a final audit and to be able to close last year's books prior to the next full commission meeting. In the meantime, he reported that our cash balance is still strong. He noted that receivables were strong. He also noted that year end revenues were nearly even with expenses, even if we include the entire cost of the car purchased this year as an expense. He noted that when our auditor makes an adjustment to amortize the car over its useful life, adjusts our energy bill for the rebate we get for usage of the upstairs tenant, and accounts for depreciation, we will end the year in the black. Adam offered to answer any questions. **Thea 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.**

## IV. Committee Reports:

- a. **Act 250.** Ellen noted that the commission had some activity this month including the following:

### Approvals or Denials:

On November 1, 2011 the District 9 Environmental Commission issued an administrative Amendment to the Kilbourn Revocable Trust authorizing the subdivision of a lot of 20 acres into a lot of 15 acres with the existing house and a lot of 5 acres with an existing commercial storage building on it. The project is located at 624 Burpee Road in Bristol.

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



**Other:**

On November 8, 2011 John Madden filed his brief to the Supreme Court in his appeal of the Certificate of Public Good given to the Cross-Pollination Solar Farm for a solar facility on Route 7 in New haven.

- b. **Local Government.** Adam reported that the committee did not meet, but should expect a meeting in with the Town of Weybridge and the Town of Starksboro.
  - c. **Natural Resources.** See the new business below.
  - d. **TAC.** Andrew Manning reported that the TAC did not meet in October.
  - e. **Energy.** Adam reported that the Energy Committee had not met, but had held a PACE Seminar at the RPC office on October 27, 2011 at 7:00 p.m. He noted a good number of town officers attended. He hopes the program will result in several towns putting together PACE district votes on the ballot in March for Town meeting day.
  - f. **Brownfields.** Adam noted that the committee did not meet and that most of its projects were wrapping up.
- V. **Joint Partners Report:** Harvey Reported that ACRPC, ACEDC and ACORN were holding a joint financing workshop all day on November 10<sup>th</sup> at the American Legion in Middlebury to try to link farmers with capital to support or expand their operations.
- VI. **Delegate/Staff Recognition/ Project Highlights: None.**
- VII. **Old Business:**
- 1. Audit: Adam noted the audit was very close to being completed. Vance DeBouter, ACRPC's auditor now has all of the final adjustments to include in the report and it should be produced shortly.
  - 2. Committee Assignments. Adam redistributed the committee assignments for the year. A copy of the Committee Assignments is attached as Exhibit A. Harvey noted that three delegates had signed up for committees since our last meeting and others still could sign up.
  - 3. Orientation Manual: Adam distributed a couple of full Orientation manuals to new members and distributed a copy of the list of Delegates from this year for people to insert into their copy of the Orientation manual handed out at the previous meeting.
  - 4. Hurricane Irene Response. Adam outlined 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. He noted we should be reimbursed for the work by VTrans and VEM.

5. Vote on the adoption of the 2011 Natural Resources Section, Utilities Facilities and Services Section and the Land Use Section of the Plan and readoption of the entire plan.

The Commission tabled this action until next month because it did not have a super-majority of delegates present required for the vote to pass. (ACRPC's bylaws require a super majority of 60% of ACRPC's seated delegates representing municipalities, or alternates serving in their place, vote in favor of any amendment to a plan for that plan to pass. ACRPC has 33 seated delegates and thus needs 20 delegates to vote in favor of any amendment for that amendment to pass. Since ACRPC had 19 Commissioners representing municipalities at the meeting, ACRPC could not take a valid action because the vote could not pass.)

VIII. **New Business:**

Other: Fred suggested that since ACRPC had failed to gather a 60% supermajority necessary to vote on a plan amendment perhaps the Commission should consider amending its bylaws at its next meeting to allow Commissioners to cast absentee ballots or attend via telecommunications technology. Peter Grant liked Fred's suggestion and moved to amend ACRPC's bylaws by removing the last sentence of Section 604 of the Bylaws governing regional plan voting, which states, "Delegates must be present to vote." and replacing it with, "Delegates may vote in person or by signed absentee ballot." Kevin Rooney seconded the motion. The commission then entered a discussion about the appropriateness of the change. Several spoke against it because it would either dilute the meetings or dilute the power of a minority that required protection. Others spoke for it as a practical measure to allow Commissioner's to participate. Others offered a compromise allowing participation by telecommunications. The motion garnered several friendly amendments, which the maker and seconder accepted. After further debate, the question was called. The motion voted upon read as follows: **ACRPC should amend its bylaws by removing the last sentence of Section 604 of the Bylaws governing regional plan voting, which states, "Delegates must be present to vote." and replacing it with, "Delegates may vote and participate in the assembly in person or by telephone or internet." The motion failed by a vote of 5 in favor, 12 against and 2 abstaining.**

IX. **Members Concerns: None.**

X. **Adjourn:** There being no further business, Chico Martin moved to adjourn the meeting; Charlie Huizenga seconded the motion, which passed unanimously and Harvey adjourned the meeting at 9:00 pm.

Respectfully Submitted,

Adam Lougee  
Executive Director

## ACRPC COMMITTEE ASSIGNMENTS SEPTEMBER 2011

### Standing Committees:

1. **Act 250.** To review all Act 250 applications for a “significant regional impact” as defined in the Regional Plan and to support towns in the Act 250 process. If a regional impact exists, or if a town requests assistance, conduct a review of the application to determine whether it complies with the Regional Plan pursuant to 10 V.S.A. §6086(a)(10) and make a recommendation concerning a position to the Executive Board and Full Commission.

**Members 2011-2012:**

Ellen Kurrelmeyer, Chair  
Andrew Manning  
Wendy Sue Harper

Steve Revell  
David Hamilton

**Staff: Tim/Adam**

Thea Gaudette\*  
Fred Dunnington

\*Thea Gaudette has requested to receive minutes only via email

2. **Local Government.** Conduct a regional review, including a public hearing, of Town Plans for communities requesting regional confirmation. The review shall be conducted pursuant to the criteria set forth in 24 V.S.A. §4350. Upon conclusion of the hearing, the committee shall make a recommendation for a vote of the Commission. (We may expand the charge of the Committee to also facilitate cooperation among municipalities).

**Members 2011-2012:**

Thea Gaudette, Chair  
Andrea Ochs

**Staff: Claire/Adam**

Andrew Manning  
Fred Dunnington

### Ad Hoc Committees:

3. **Natural Resources.**<sup>i</sup> This committee’s current primary objective consists of rewriting a natural resources section of the regional plan. Additionally, as necessary, it may address other topics concerning or impacting significant natural resources in the region and make recommendations for policy or actions to the Executive Board and Commission.

**Members 2011-2012:**

Andrea Ochs, Chair  
Ed Payne  
David Hamilton  
Mark Pumiglia

Kent Wright  
Peter Grant  
Bryan Jones

**Staff: Kevin**

Margaret Lowe  
James Maroney  
Paul Wagner

4. **Transportation Advisory Committee.** The TAC conducts the transportation-planning role of the regional planning commission. It operates as an ad hoc subcommittee of the RPC and recommends priority transportation projects, makes recommendations for the selection of consultants, assigns any planning funds reserved to local planning projects from the transportation portion of the budget and makes recommendations for transportation related policy or actions to the Commission. The Transportation Advisory Committee consists of

designees of each town that may or may not be members of the RPC. Commissioners desiring to serve on this committee should also speak with their Selectboard and make sure that the Selectboard has not already appointed a delegate to the TAC and request that the Selectboard approve their appointment to the committee.

**Municipal appointments of made by Selectboard for 2011/2012: Staff: Rick**

Chair: Will Sipse, Lincoln

**Addison:** Jeff Nelson

**Bridport:** Andrew Manning  
Alt: Ed Payne

**Bristol:** Peter Grant

**Cornwall:** Ralph Teitschied

**Ferrisburgh:** Lorretta Lawrence  
Alt. Bob McNary

**Goshen:** Jeff Whiting

**Leicester:** Diane Benware  
Finger

**Lincoln:** William Sipse

**Middlebury:** William

**Monkton:** Thea Gaudette  
Alt. Charlie Huizenga

Alt: Elwin Isham  
**New Haven:** Roger Boise  
Alt: Charles Roy

Alt: Fred Dunnington

**Panton:** J. Douglas Dows

**Ripton:** Steve Zwicky  
Alt: Mar Harrison

**Orwell:** Carla Ochs

Susan Riet de Salas

**Salisbury:** Jack Beasley

**Shoreham:**

**Starksboro:** Jan McCleery  
Alt: Richard Warren

**Vergennes:** Greg Edwards

**Waltham:** Tom Yager

**Weybridge:** Jan Albers

Alt. Diane Lanpher

**Whiting:** Ellen Kurrelmeyer

Alt. Delwin Fielder

Francis Fielder

**Please note that if your Selectboard has already appointed a member to the TAC, the Executive Board appointed Commissioners requesting this committee as alternates or appointed them to another committee.**

5. **Energy.** The Energy Committee of the Addison County Regional Planning Commission shall be responsible for implementing the policies, goals and recommended actions contained within the Energy Section of the Addison County Regional Plan. As such it shall be responsible for the following:
  - a. Establishing an ongoing educational process concerning energy issues within the region;
  - b. Helping to activate and provide support for the town energy coordinators in the region, specifically helping them or other town officials to pursue heating for public buildings and biomass;
  - c. Finding funding opportunities for local energy generating projects;
  - d. Identifying possible locations for and infrastructure requirements for appropriate hydro, wind, solar or bio-fuels, including biomass opportunities within the region;

e. Supporting local or regional conservation programs, and participating in planning for or reviewing Act 248 projects and making policy or action recommendations to the Executive Board or Commission.

**Members 2011-2012:**

Harvey Smith, Co-Chair  
Jeremy Grip Co-Chair  
Kent Wright  
Charles Huizenga  
Larry Keyes  
Fred Dunnington  
Linda Horn  
Bryan Jones

**Staff: Kevin L/Adam**

Ed Payne  
Alyth Hescoock  
Wendy Sue Harper

**Appointments to other state or regional boards:**

Vermont Association of Regional Planning Commissions (VAPDA) – Harvey Smith; Alt. Fred Dunnington  
Vermont Economic Progress Council - Bill Sayre  
Addison County Chamber of Commerce – Bill Sayre  
Addison County Economic Development Corporation – Fred Dunnington;  
Vermont Downtown Board – Fred Dunnington

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The Executive Board worked from the pool of responses it received. If we did not receive a response from you, you were not assigned to a committee. If you would like to serve on a Committee, please submit a request for a committee assignment to either Adam or a member of the Executive Board.