

Meeting Minutes
Addison County Regional Planning Commission
Wednesday, January 11, 2012

ACRPC held its Monthly Meeting at its office at 14 Seminary Street in Middlebury on January 11, 2012 with Jeremy Grip, the Vice-Chair, presiding.

ROLL CALL:

Addison:

Bridport: Andrew Manning
Ed Payne

Panton:

Ripton: Jeremy Grip

Bristol: Garland Chico Martin

Salisbury: Bryan Jones

Shoreham:

Cornwall: Marc Cesario

Starksboro:

Ferrisburgh: Kevin Rooney
Goshen: Chad Chamberlain

Vergennes:

Leicester:

Waltham:

Lincoln:

Weybridge:

Middlebury: Fred Dunnington

Whiting:

Monkton: Charlie Huizenga
Thea Gaudette
Wendy Sue Harper

New Haven:

Orwell:

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:

Margaret Lowe

Paul Wagner

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

BUSINESS MEETING:

Jeremy Grip, the Vice Chair, called the Business Meeting to order at 7:35 to address the agenda before the Commission.

- I. Approval of the Minutes of the December 14, 2011 meeting.** Harvey asked for a motion on the Minutes. Charlie Huizenga **moved the minutes. Thea Gaudette seconded the motion. After a brief discussion, The Commission passed the minutes by voice vote unanimously.**
- II. Executive Board Minutes: December 28, 2011 -** Harvey explained that the Draft Executive Board Minutes are provided in your meeting package 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 January 11, 2012. Adam noted while still strong, our fund balance was less than he liked it to be. He noted that receivables on the other hand were large and that we had some significant Brownfield's expenditures that we had not yet been billed. He also noted that revenues slightly ahead of expenses. Adam offered to answer any questions. **Charlie Huizenga moved acceptance of the Treasurer's Report. Ed Payne seconded the motion. The motion to accept the Treasurer's Report was approved by a unanimous voice vote.**

IV. Committee Reports:

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

New Applications: None.

Approvals or Denials:
 1. On December 22, 2011 the District 9 Environmental Commission issues a permit to Martin and Carol Kulczyk allowing them to construct 10 rental cabins on their property on the North Branch Road in Ripton.
 2. On January 10, 2012 the District 9 Environmental Commission issued a permit to Bristol Works for the redevelopment of its campus on Munsil Ave in Bristol.
- b. **Local Government.** Reported under New Business below.
- c. **Natural Resources.** Adam noted the Natural Resources committee was scheduled to meet next on January 24th at 7:00 p.m.
- d. **TAC.** Andrew Manning reported that the TAC did not meet.

- e. **Energy.** Jeremy reported that the Energy Committee had not met, but would be sponsoring a number of PACE seminars over the next month to prepare for town meeting day. It will hold an informational meeting on PACE in Weybridge on Thursday, January 19th and in Ripton on Tuesday, January 17th. It will also hold a meeting in Monkton at a date to be confirmed later, but sometime within February. Jeremy also noted that ACRPC had executed a contract for the electric car bid, from Peck Electric and that the Energy Committee would choose a bidder for the solar hot water and lighting improvements on the sheriff's office shortly.
 - f. **Brownfields.** Jeremy noted that the committee did not meet and that most of its projects were wrapping up and that it will conclude Whiting by December 31st. It will set a final closeout meeting shortly.
- V. **Joint Partners Report:** Adam discussed two letters that he had written on behalf of the Commission supporting economic development initiatives in the region. The first was a letter of support for the Vermont Economic Growth Incentive Application ACEDC had filed in order to help Green Mountain Beverage to relocate in Middlebury. The second was in support of a grant application by ACEDC to help local entrepreneurs grow their small businesses.
- VI. **Delegate/Staff Recognition/ Project Highlights:** Jeremy recognized Marc Cesario, a new delegate from Cornwall. Mark noted he runs an agricultural operation in Cornwall and that he was at the commission because of his interest in planning and politics. Adam announced that Rick Kehne, ACRPC's Transportation Planner was leaving after 7 years with the Commission to pursue a job much closer to home as the facilities manager for Green Mountain College in Montpelier. Adam thanked Rick for his service to the Commission. Adam also noted that Claire Tebbs would be returning to the Commission from maternity leave on January 16th. Adam invited commissioners to welcome Claire back and noted she would be available to help with planning needs after January 16th.

For Project highlights, Adam referred the Commissioners to the newsletter which contain information on a number of the projects that staff was working on.

VII. Old Business:

1. Distribution of New ACRPC Plan. Adam distributed copies of the new ACRPC plan to delegates present at the meeting.
2. Website Update and ACRPC Broadband Plan. Adam distributed a handout. One side of the handout gave the timeline for ACRPC's upgrade of its own website. The other side contained the portion of the ACRPC Broadband plan that applied directly to ACRPC. Adam started with the broadband plan and explained that planning for the general increased use of broadband in Addison County and in many sectors of businesses in Addison County prompted Adam to work with Kevin Lehman to create a plan for ACRPC to better use broadband opportunities for sharing and disseminating data. A big

part of that plan for ACRPC is its new website. However, it also includes other ways to use data, including social media, on-line polling, surveying and crowd-sourcing and other ways to bring ACRPC's work to more people. Adam next explained the timeline for the website and other broadband applications ACRPC plans to employ.

3. Other: None.

VIII. **New Business:**

1. Self-Assessment Survey. Adam reminded the Commissioners of the Short survey he had recently sent them via the web, informed them that Kevin L would send it to them again soon and requested that the commissioners take the time to take it.
2. Irene Recovery Meeting with State Officials: Informed the Commission that a number of State officials were touring areas impacted by Irene for community visits. He asked whether they felt that any elected officials or citizens from their community would benefit from a meeting with State officials. After some discussion, ACRPC decided that the State officials' time was better spent in other areas of the state more significantly impacted by Irene.
3. Other, confirmation and approval of the Starksboro Town Plan. As chair of the Local Government Committee, Thea noted that the committee had held a meeting with Starksboro early in January to confirm they were engaged in a planning process and to regionally review the Starksboro Town Plan. **Thea noted it was both well attended and successful and moved on behalf of the Committee that the Commission should confirm the Starksboro planning process and regionally confirm the Starksboro Town Plan. Andrew Manning seconded the motion. All Commission members approved.**

Thea also noted that the Committee was supposed to have gone to Weybridge but had to cancel the meeting and will reschedule shortly.

IX. **Members Concerns:** None.

X. **Adjourn:** There being no further business, **Thea Gaudette moved to adjourn the meeting; Chico Martin seconded the motion, which passed unanimously and Jeremy adjourned the meeting at 8:00 pm.**

Respectfully Submitted,

Adam Lougee
Executive Director