

**Meeting Minutes
Addison County Regional Planning Commission
Wednesday, July 11, 2012**

ACRPC held its Monthly Meeting at its office at 14 Seminary Street in Middlebury on June 13, 2012 with Harvey Smith of New Haven, presiding.

ROLL CALL:

<i>Addison:</i>	<i>None Present</i>	<i>Orwell:</i>	<i>None Present</i>
<i>Bridport:</i>	<i>No Confirmed Delegates Ed Payne- Present Andrew Manning- Present</i>	<i>Panton:</i>	<i>None Present</i>
<i>Bristol:</i>	<i>Peter Grant</i>	<i>Ripton:</i>	<i>Jeremy Grip</i>
<i>Cornwall:</i>	<i>Marc Cessario</i>	<i>Salisbury:</i>	<i>No Confirmed Delegates</i>
<i>Ferrisburgh:</i>	<i>None Present</i>	<i>Shoreham:</i>	<i>No Confirmed Delegates</i>
<i>Goshen:</i>	<i>No Confirmed Delegates Chad Chamberlin- Present</i>	<i>Starksboro:</i>	<i>Richard Warren</i>
<i>Leicester:</i>	<i>No Confirmed Delegates</i>	<i>Vergennes:</i>	<i>No Confirmed Delegates</i>
<i>Lincoln:</i>	<i>Steve Revell</i>	<i>Waltham:</i>	<i>None Present</i>
<i>Middlebury:</i>	<i>Fred Dunnington</i>	<i>Weybridge:</i>	<i>None Present</i>
<i>Monkton:</i>	<i>No Confirmed Delegates Charles Huizenga- Present Wendy Sue Harper - Present</i>	<i>Whiting:</i>	<i>No Confirmed Delegates Ellen Kurrelmeyer- Present Jonathan Heppell- Present</i>
<i>New Haven:</i>	<i>Harvey Smith Linda Horn</i>		

CITIZEN INTEREST REPRESENTATIVES:

<i>Addison County Farm Bureau:</i>	<i>No Confirmed Delegates Kent Wright- Present</i>
<i>Addison County Economic Development Corp:</i>	<i>Harvey Smith</i>
<i>Otter Creek Audubon Society:</i>	<i>No Confirmed Delegates Margaret Lowe- Present</i>
<i>Otter Creek Natural Resources:</i>	<i>No Confirmed Delegates</i>
<i>Addison County Chamber of Commerce:</i>	<i>No Confirmed Delegates</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: Daryl Benoit
Land use Planner: Claire Tebbs
Office Manager/Bookkeeper: Pauline Cousino
Regional Planner: Kevin Lehman

Addison County Regional Planning Commission

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8:45 BUSINESS MEETING: *As a side note: Apologies to all. The agenda in the packet listed the business meeting start time as 8:45pm. The majority showed up at the traditional starting time of 7:30 but a few came late.*

Harvey Smith, the Chair, called the Meeting to order at 7:33 to address the Commission's agenda.

- I. Approval of the Minutes of the June 13, 2012 meeting. Peter Grant of Bristol moved the minutes. Fred Dunnington of Middlebury seconded the motion. The Commission passed the minutes by voice vote, unanimously at 7:34.**
- II. Executive Board Minutes:** Chairman Smith of New Haven noted that draft sets of **Executive Board minutes from June 27, 2012 were inserted in the packet for people's** information. He offered all the opportunity to ask questions or to comment. Hearing none, he moved to the next item on the agenda.
- III. Treasurer's Report:** Tim handed out the treasurer's report as of 7/11/2012. He explained that the attached monthly budget report was as of May 31st and not up to the end of the year due to the struggle of end of year final posting/billing/invoicing. **A motion was made by Steve Revell of Lincoln to accept the Treasurer's report as submitted which was seconded by Ellen Kurrelmeyer of Whiting. Motion Passed unanimously at 7:39.**
- IV. Committee Reports:**
 - a. **Act 250-** Ellen Kurrelmeyer reported that the committee had not met and that there had been no applications circulated therefore no report

Roll Call— Because of Tim's unfamiliarity with all the attending delegates, he requested to be allowed to read the roll call of delegates present to help place faces to names.

(Roll Call results: 7 delegates and 1 alternate present representing 7 communities and 1 Citizen Interest Group; 7 unconfirmed delegates and 2 unconfirmed alternates present representing an additional 4 communities and 2 Citizen Interest Groups; 28 delegates absent. No representation from 10 communities and 3 Citizen Interest Groups)

 - b. **Energy-** Jeremy Grip reported that ACRPC had hosted a meeting of statewide energy planners and it was decided that there needs to be a follow-up on energy audits that had been done under past funding to provide support for identified projects. He also reported that ACRPC has submitted a large grant request from the US Dept of Energy relating to support for alternative fuel vehicles.
 - c. **Local Government-** No Report
 - d. **Natural Resources-** Ed Payne reported that the committee had been basically dormant since its VT Gas report to the commission.
 - e. **TAC-** Andrew Manning reported that the TAC was concerned that some of their past grants may have not been in compliance with the regional plan. After review, it appeared that indeed they

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



had been compliant. He also mentioned that VTrans had announced that it would be purchasing bike racks to support bicycling in the state. The deadline for that grant had expired. Fred Dunnington of Middlebury indicated that the Town of Middlebury had submitted a request under that grant to fund a rack in front of ACRPC. In answer to a question from Chairman Smith, Delegate Manning responded that no, the TAC had not compared TAC priorities with what the legislature had approved as part of its budget process. Tim added that Darryl had completed sending out an RFP for the annual TAC grants to our towns and encouraged delegates present to make sure their towns are submitting requests.

V. Joint Partners Report:

ACEDC— Harvey Smith reported that the board is quite active and that Robin Scheu appears to be making a lot of progress. New initiatives are an improved website and new outreach brochure as well as increased membership on the board. They hosted an open house for the Vermont Economic Development Authority (VEDA) that showcased the local economy and in particular value added products. Harvey was quite impressed and thought VEDA was as well.

VI. Delegate/Staff Recognition/ Project Highlights:

Chairman Smith requested that instead of reporting on what the entire staff is doing at this time, it would be a good opportunity for Tim to specifically give a brief description of his work. Tim reported on the recent disaster declaration which was the result of May 29th flooding primarily in Shoreham, Cornwall and Ripton. An applicant's briefing was held which was attended by both Tim and Darryl. They plan to go out to communities when the FEMA representatives visit to make sure they get the support they need. He also reported on work he has been doing with the Local Emergency Planning Committee which will include inspection of facilities which store extremely hazardous substances.

VII. Old Business:

Town Selection of Delegates and Alternates: Tim reported that ACRPC still has not heard back from several of our towns from the annual mailing. Ellen Kurrelmeyer suggested that delegates from those communities who have not reported back be sent the details of what is still missing. She also suggested that delegates receive a copy of the annual mailing when it goes out in the spring.

Committee Assignments: Tim also reported that to date, only Mark Pumiglia from Bridport had responded with his requested committee assignments. Tim informed those present that Mr. Pumiglia would certainly be quite busy if he had to serve as not only chair but as the entire committee as well for all the ACRPC committees. This comment produced a flurry of committee requests from those present.

Meeting Calendar for FY 2013: The calendar of future meetings was printed as part of the packet so little discussion took place on this subject.

VIII. New Business:

Website review- Tim walked those present through the new website layout and showed how to maneuver around the site. Suggestions that came up were:

-Change the photo on the Whiting page to be that of a building or something which is in the town. The current photo appears to be from a building in the Town of Waltham.

-On the main page it was suggested that the names of smaller towns who's name will not fit within the town boundary on the map, be located outside of the region and arrowed in to the town's location rather than be located over a nearby town. Specifically the Towns of Whiting Waltham and Vergennes had this problem.

Members Concerns:

Charlie Huizenga wished to know the status of the culvert survey update for the Town of Monkton. Tim will ask Darryl about this

A new Plan Revision Committee is being formed who's purpose will be to review the current plan in its entirety and make recommendations on how to improve its readability. Core content will not be reviewed – primarily formatting issues. All delegates are encouraged to consider this in their committee assignment requests for the year.

- IX. Adjourn: Peter Grant of Bristol moved to adjourn the meeting; Seconded by Jeremy Grip of Ripton. The motion, passed unanimously and the meeting was adjourned at 8:39 p.m.**

Reminder: There will be no full commission meeting in August. See you in September!

**Respectfully Submitted:
Tim Bouton**