

**Meeting Minutes**  
**Addison County Regional Planning Commission**  
**Wednesday, February 13, 2013**

*ACRPC held its Monthly Meeting at ACRPC's office on 14 Seminary Street in Middlebury on February 13, 2013 with Harvey Smith of New Haven, presiding.*

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**ROLL CALL:**

<i>Addison:</i>		<i>Orwell:</i>	
<i>Bridport:</i>	Ed Payne Andrew Manning	<i>Panton:</i>	
<i>Bristol:</i>	Bill Sayre Peter Grant	<i>Ripton:</i>	
<i>Cornwall:</i>	Jim Duclos	<i>Salisbury:</i>	
<i>Ferrisburgh:</i>		<i>Shoreham:</i>	
<i>Goshen:</i>		<i>Starksboro:</i>	
<i>Leicester:</i>	Lynn Bisbee	<i>Vergennes:</i>	
<i>Lincoln:</i>	David Ludwig	<i>Waltham:</i>	
<i>Middlebury:</i>	Fred Dunnington Susan Shashok	<i>Weybridge:</i>	
<i>Monkton:</i>	Thea Gaudette Charlie Huizenga Wendy Sue Harper	<i>Whiting:</i>	Ellen Kurrelmeyer
<i>New Haven:</i>	Harvey Smith		

**CITIZEN INTEREST REPRESENTATIVES:**

*Addison County Farm Bureau:*  
*Addison County Economic Development Corp:* Harvey Smith  
*Otter Creek Audubon Society:* Margaret Lowe  
*Otter Creek Natural Resources:* Paul Wagner  
*Addison County Chamber of Commerce:*

**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

### **7:30 Business Meeting:**

- I. Approval of the Minutes:** Peter Grant of Bristol moved the minutes of the January 9, 2013 meeting. Ellen Kurrelmeyer of Whiting seconded the motion. The Commission passed the minutes by voice vote with all approving.
- II. Executive Board Minutes:** Harvey noted that the minutes were contained in the package sent to everyone and handed out for informational purposes. Harvey asked if anyone had any questions regarding the Executive Board Minutes. Hearing no questions, Harvey moved to the next item on the agenda.
- III. Treasurer's Report:** Adam handed out the treasurer's report dated as of February 13, 2013 (The balance Sheets listed current balances as of today; the monthly budget reflects activity through December. Adam noted that our fund balances remained strong. He also noted that as of this point in our fiscal year, our revenues and expenses are very close to even, with revenues slightly higher because of the prepaid funds from ACRPC's dues and up front quarterly disbursements from the Agency of Commerce. Adam will watch both revenues and expenses to make sure they continue to balance. Adam offered to take any questions on the Treasurer's report. **Ellen Kurrelmeyer of Whiting moved to accept the Treasurer's report as presented. Thea Gaudette of Monkton seconded the motion, which passed unanimously.**
- IV. Committee Reports:**

Act 250: Ellen gave the ACT 250 report as follows:

#### **Approvals and denials:**

On January 18, 2013 the District Environmental Commission issues a permit amendment to the President and Fellows of Middlebury College authorizing the construction of an 110,000 sq. ft field house to replace the existing bubble next to Kenyon Arena.

On February 11, 2013 the District Environmental Commission issued a permit amendment to New Haven Tire granting a series of amendments to its existing permit for pre-existing additions to the facility, including an 18 x 26' addition to the existing residence; a 42' x 60' tire shed a replacement mound and a subdivision of the residence from the business. The application will be treated as a minor unless a party requests a hearing prior to January 18, 2013.

#### **Other:**

On November 16, 2012 WhistlePig, LLC filed an act 250 application to make improvements to an existing Rye Whiskey Distillery located on Palmer Road in Shoreham, Vermont. They also filed a request that future improvements consisting of a proposed distillery and whiskey storage barn be found to be exempt from Act 250 based upon the agricultural exemption. A site visit and hearing was held on January 15, 2012. The District Commission issued a jurisdictional opinion denying the agricultural exemption based on the previously existing use of the facility and the applicants failure to carry its burden of proof demonstrating that more than 50% of the new product, whiskey, would be produced on the farm. The District 9

Commission took jurisdiction over both the existing and the proposed operations and facilities.

Energy: Fred Dunnington of Middlebury reported that the Energy Committee had hosted the 2013 Home weatherization challenge training at its meeting last Thursday. He noted that nine communities in Addison County had committed to participate and attended the training.

Local Government: Fred Dunnington deferred the report of the Committee to New Business and the discussion concerning the Middlebury Town Plan.

Natural Resources: Margaret Lowe of the Audubon Society noted that the committee met last night. They continued to work to prioritize the recommended actions contained in the Natural Resources since the last full commission meeting.

Transportation Advisory Committee: Andrew Manning reported that the TAC met and discussed avigation easements (Easements to allow planes to fly over a property and keep that property clear of tall objects in the flight path at each end of the runway.) at Middlebury Airport, the RFP's for the TAC's planning projects and the transportation grant the Region has put in with the Town of Starksboro for an aquatic organisms passage on Route 116 at the High Knob Brook.

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

**VI. Delegate/Staff Recognition/ Project Highlights:** Harvey introduced the Commission to Lynn Bisbee, a new Commissioner from Leicester. Lynn thanked the Commission for the welcome, noted that she was relatively new to the area, had formerly worked in the military and law enforcement, currently worked as a counselor and was anxious to get involved serving her town.

Jim Duclos, the ZA, and a member of the planning Commission also introduced himself to the group. He noted that the Select board had appointed him to liaison with the planning Commission.

**VII. Old Business:**

Audit: Adam presented the audit included in each package. He noted that the audit contained no adverse findings. He offered to take questions and referred the Commission to the Executive Board, who had spoken directly with ACRPC's auditor.

Fred Dunnington, ACRPC's Treasurer, noted that he had asked the auditor directly about the opportunity for fraud. Vance DeBouter, the auditor assured Fred that there was very little opportunity for fraud, both because the commission rarely has cash transactions and because a number of people are involved in every transaction.

Bill Sayre noted that it was now common practice for the Board to speak with the auditor directly with management out of the room. ACRPC's board had done so and was satisfied with the answers it received regarding its management's performance.

**Fred Dunnington moved that the Commission accept the audit as written. Thea Gaudette seconded the motion, which passed unanimously.**

Update concerning Vermont Gas pipeline: Adam provided a brief summary of where ACRPC stood in the Vermont Gas process. He noted that the PSB had held its pre-hearing conference and was currently setting the schedule. He did note that he expected VT Gas will file a new line route in Monkton and Hinesburg by February 28<sup>th</sup>. He also noted that the board would hold a public hearing after that on March 21<sup>st</sup>. From there, the schedule was still up in the air.

Fred noted that Middlebury had a meeting with Vermont Gas on January 21<sup>st</sup> to discuss the distribution area, which he found very helpful.

Thea noted that Vermont Gas had agreed to move the line in Monkton and had satisfied nearly all of the landowners along the route. She noted, however, that a degree of mistrust still existed in Monkton and that its residents would be watching carefully to make sure the pipeline location did not move again.

Paul Wagner noted that Shoreham Landowners had met earlier in the month and that Shoreham would meet with Vermont Gas on February 18<sup>th</sup>.

Jim Duclos noted that Cornwall would have a landowners meeting, structured on Shoreham's previous meeting to discuss the line. That meeting will be on February 19<sup>th</sup>.

ACRPC statement for Town Annual Reports: Adam handed out the Statement he had distributed to the Towns in the region summarizing the work the RPC had engaged in over the past year. Since everything needed to fit onto a page, the report was relatively general. However, for new members, Adam suggested that the list of bullet points would constitute a good summary of ACRPC's activities.

Other: None.

### **VIII. New Business:**

Vote confirming the Town of Middlebury's planning efforts and regionally approving the Middlebury Town Plan: Thea Guadette noted that she had temporarily chaired the Local Government Committee to review Middlebury's Town Plan. The Committee met with Middlebury's Planning Commission on February 4<sup>th</sup>. It recommended confirmation of Middlebury's planning process and approval of its plan. **Thea moved that the Commission adopt the recommendation of the Committee. Andrew Manning seconded the motion. All approved, except Fred Dunnington and Susan Shashok, who abstained.**

Mid-year Budget Review (Handed out at meeting): Adam handed out a draft revised budget. He noted that several of the projected revenue sources in the FY2013 budget, passed by the Commission in May 2012 had not come in. However, he also noted that ACRPC had secured several smaller grants to fill the two big grants that it did not secure. Adam explained the nature of each of the new grants and where they came from. Harvey asked Adam to have a final draft revised budget prepared for the Executive Board.

Other: Peter Grant shared some concerns that he had with the new “Smart meters” noting that while they may be “smart” for the utility, they are incapable of providing the landowners with meaningful timely information to make their own energy decisions.

**IX. Members Concerns:** None.

**X. Adjourn:** Charlie Huizenga of Monkton moved to adjourn the meeting, Thea Gaudette of Monkton seconded the motion. The motion, passed unanimously and the meeting was adjourned at 8:55 p.m.

Respectfully Submitted:

Adam G. Lougee, Director