

**Meeting Minutes
Addison County Regional Planning Commission
Wednesday, December 11, 2013**

ACRPC held its monthly meeting at ACRPC's office on 14 Seminary Street in Middlebury with Harvey Smith of New Haven, presiding.

ROLL CALL:

<i>Addison:</i>		<i>Orwell:</i>	
<i>Bridport:</i>	Ed Payne Andrew Manning	<i>Panton:</i>	James Dayton
<i>Bristol:</i>		<i>Ripton:</i>	Jeremy Grip
<i>Cornwall:</i>	Jim Duclos Holly Noordsy Stan Grzyb	<i>Salisbury:</i>	Tom Scanlon
<i>Ferrisburgh:</i>		<i>Shoreham:</i>	
<i>Goshen:</i>	Jim Pulver	<i>Starksboro:</i>	Richard Warren
<i>Leicester:</i>		<i>Vergennes:</i>	
<i>Lincoln:</i>	Steve Revell	<i>Waltham:</i>	
<i>Middlebury:</i>	David Hamilton Ted Davis Ross Conrad	<i>Weybridge:</i>	
<i>Monkton:</i>	Thea Gaudette 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:
Otter Creek Natural Resources:
Addison County Chamber of Commerce:

ACRPC EXECUTIVE BOARD

Chair: Harvey Smith
Vice-Chair: Thea Gaudette
Secretary: William Sayre
Treasurer: David Hamilton
At Large: Steve Revell
Andrew Manning
Chico Martin

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

7:30 p.m. Public Program: Harvey Smith, ACRPC's chair welcomed the commission's guests for the evening, Lynette Whitney, the pollution Control Design Chief of the Facilities Engineering Division of the Agency of Natural Resources and Winslow Ladue, the Section Chief of the Facilities Engineering Division of the Agency of Natural Resources. Ms. Whiney thanked the commission for the opportunity to speak and explained the topic for the evening would be how to create water and or wastewater infrastructure for small Vermont towns.

A complete copy of Lynette and Winslow's presentation is located on ACRPC's website and available as a link at:

http://acrpc.info/Downloads/presentations/Commission_WastewaterSolutionsVT_WinslowLadue_20131211.pdf.

These minutes summarize the discussion surrounding the presentation. Lynette began her presentation, by noting that sewer planning, like other forms of town planning start with the town plan. Any water or sewer project seeking funding must be included in the town plan. Lynette noted that the next step after identifying the area in the town plan is to create a Committee to oversee the work.

Ellen Kurrelmeyer asked about the powers of a Sewer Committee.

Lynette responded that a Sewer Committee would be appointed by the selectboard and would need the authority to commission a "Preliminary Engineering Report" and pay invoices for that Report. She noted that the Preliminary Engineering Report must contain specific details satisfying all the reporting requirements on ANR's website.

She also noted that the funding could also limit the scope of the study, since the funding sources contain growth regulations that limit the creation of long linear sections of pipeline. Last year, the fund had about \$6.5 Million dollars, this year, because of the repayment of some large loans; the fund is expected to have close to \$50 Million dollars. Winslow noted that this year he expected all priorities would be funded. He also noted that the application to get on the priority list would be coming out soon.

Lynette and Winslow urged all towns interested in expanding their water or wastewater infrastructure to call them.

The presentation concluded at 8:35 p.m. and Harvey thanked Lynette and Winslow for joining the Commission.

Business Meeting:

- I. Approval of the Minutes:** Stan Grzyb, a new commission member from Cornwall noted that he would like to address some discrepancies in Ms. Simollardes' presentation from the previous week. Harvey asked Stan if he would be willing to make those comments under other business, as this vote on the minutes was to ensure they accurately reflected the

meeting, not the accuracy of the statements themselves. Stan stated he would wait. Adam noted that he had one small amendment to the minutes. He noted that Eileen Simollardes of Vermont Gas, the Commission's guest from the previous month, had asked that Adam insert the word "significant" before a discussion of leaks in the minutes. In a discussion regarding how appropriate that change would be several commissioners noted that they thought the change more accurately reflected what Ms. Simollardes had said and therefore would be appropriate. **At the end of that discussion, Ross Conrad of Middlebury moved the minutes of the November 13, 2013 meeting as amended. Jeremy Grip of Ripton seconded the motion. The Commission passed the minutes as amended by voice vote with Richard Warren abstaining.**

II. Executive Board Minutes: Harvey noted that the Executive Board did not meet in November.

III. Treasurer's Report: Adam handed out the treasurer's report dated as of December 11, 2013 (The balance Sheets listed current balances as of today; the monthly budget reflects activity through the end of November 2013). Adam noted that this month, expenses had moved ahead of revenues, but explained he was only mildly concerned about it, largely because several major billings were yet to be included on the reports. . Adam offered to take any questions on the Treasurer's report. **Ellen Kurrelmeyer of Whiting moved to accept the Treasurer's report as presented. Jeremy Grip of Ripton seconded the motion, which passed unanimously.**

IV. Committee Reports:

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

New Applications: Verizon Wireless sent a 45 day pre-application letter that it intends to increase the height of an existing silo by twenty feet to a total of sixty three feet and place antenna around the dome of the silo. The silo is located on land owned by Wayne Stearns on Schoolhouse Road in Ferrisburgh.

Approvals or Denials: None.

Other: The District 9 Commission issued a filing schedule in the Whistlepig case asking parties to file proposed findings of fact by November 20th and responses by December 5th. The litigation continues. The Commission intends to close the hearing and make its findings.

Ellen also noted that the Committee would meet again next Tuesday to discuss Phase II of Vermont Gas.

Energy: The Energy Committee did not meet, but Jeremy Grip had sent an e-mail to the Committee requesting a meeting to discuss Phase II of the Vermont Gs project and to discuss alternative energy projects as presented at the REV conference.

Local Government: The local government Committee did not meet.

Natural Resources: Dave Hamilton reported that the committee had met on November 24th. He further noted that it had reviewed the Phase II of the Vermont Gas proposed pipeline and would have the same conditions as last time, with some additional concerns stemming from the lake crossing.

Transportation Advisory Committee: Andrew Manning reported that the TAC had devoted its last meeting to a public hearing of the Vermont Transportation Board. He noted that a number of members of the public had attended and that the meeting had been well received.

V. Joint Partners Report: Harvey noted he had attended the Addison County Economic Development Corporation's Annual Meeting the prior week. He noted that the meeting had focused on the tracking "Genuine Progress Indicators" as defined by the Gund Institute at UVM.

VI. Delegate/Staff Recognition/ Project Highlights: Harvey welcomed Holly Noordsy, a new delegate from Cornwall and Stan Grzyb, a new alternate from Cornwall and asked that they introduce themselves to the Commission. Both Holly and Stan noted that they were longtime Cornwall residents. Holly introduced herself as an antique dealer and collector. Stan introduced himself as an orthopedic surgeon. Harvey thanked them for coming.

VII. Old Business:

Proposed Budget Adjustment: Adam distributed the same proposed budget adjustment for the year that he had provided at the previous commission meeting. He noted that this year he had been much more conservative in his budget estimations than he had in the previous year. During the course of the first 5 months of this year, ACRPC had secured a number of contracts increasing our potential revenue. Those new contracts are represented in the new budget. Adam also noted that he had not included any raises to staff in the budget he presented in May because he did not have the revenue to justify them at that time. He did reserve the right to request raises in the future if the budget could justify them. He believes that the new budget can justify the request and has included raises as an expense item. Adam asked all to review the budget proposal. **Tom Scanlon of Salisbury moved to accept the Budget amendment. Thea Gaudette of Monkton seconded the motion. The Budget Amendment passed unanimously.**

Vermont Gas Phase II: Harvey Smith noted that prior to beginning this discussion it would be appropriate to let Stan Grzyb of Cornwall make his comments on last month's presentation. Stan noted that he felt that many of the facts in the presentation by Vermont Gas's representatives were inaccurate. He noted that only 1 of the 6 property owners affected by this line in Cornwall had entered into an agreement with Vermont Gas to site the line on their property. None of the others want the line. Thus, even though the landowner that has

agreed to site the line owns property encompassing about 40% of the route in Cornwall, he felt Vermont Gases representation that it had secured easements covering that portion of the line was misleading. Stan also noted that 99.6%, not 99% of gas from this project would go to the Ticonderoga Mill as Vermont Gas had stated. Lastly, Stan noted that Vermont Gas had stated if Phase II was not approved, all Vt Gas ratepayers would pay a higher rate for gas. Stan wanted to know how much the rate increase would be for each ratepayer and how it would work. At this point, a number of other commissioners noted that they also had additional questions of Vermont Gas. In response to this, Adam asked the Commission if he should invite Vermont Gas to the January full Commission meeting. He also noted that prior to that time, each committee could also work on questions that it might have. He requested that if all got questions to him by December 20th, he could convey them to Vermont Gas and request response from Vermont Gas prior to the Full Commission meeting on January 8th. The Commission generally agreed to that plan of action and Harvey instructed Adam to make it happen.

Other: None.

New Business:

Vote on Municipal Dues: Adam distributed an information sheet containing current dues and two scenarios wherein ACRPC raised its dues by either three cents per capita or six cents per capita. Adam explained that each three cent raise yielded about \$1,000 to the commission. Therefore, he felt that raises of less than 3 cents were more trouble than they were worth. After some discussion, **Thea Gaudette moved that the Commission increase the annual dues it will charge each municipality in the region by six cents per capita from \$1.11 per capita to \$1.17 per capita. Tom Scanlon seconded the motion.** Ross Conrad asked Adam to justify the six cent increase. Adam noted that the commission had largely refrained from raising its dues during the recession. However, its costs had continued to rise at that time. He also noted that the commission had been heavily involved on working with towns on the Vermont Gas project in particular, but also several other projects for which it could not raise new revenue. Lastly, Adam noted that the commission had lost money in each of the last two years and needed to increase its revenue. This raise would keep the dues at roughly 5% of the Commission's budget. Adam felt this was a very modest local match for all of the work that the Commission performed within the Region. **At the end of the discussion, Harvey called for a voice vote. The motion to increase the dues by six cents per capita passed with Jamie Dayton and Jeremy Grip abstaining.**

Energy Planning/Siting Commission. The Commission agreed to defer this item until next meeting.

Other: Adam opened a discussion on the Commission's conflict of interest policy. He noted that at the previous meeting Harvey had announced that he had recently been approached by representatives of Vermont Gas Systems asking whether they could use a portion of his property as a construction yard for the anticipated construction of the Phase I project. Harvey noted that he has just started to negotiate a short term lease and that he had not signed

anything to date. However, he wanted to disclose this potential relationship to the Commission prior to executing anything so all would know about it. More than a year ago, Bill Sayre had announced that he served on the board of Vermont Gas. Adam noted that the Commission had done a good job to date of serving as an open platform for all to debate important policy questions for the Region. He noted that he wanted to make sure we continued to honor that tradition. He also noted that he expected that the Commission would have a controversial vote on how it responded to Phase II of the Vermont Gas proposal. He wanted to have an open discussion on what constituted a conflict so that all would be on the table and out in the open for that vote and the vote could proceed on its merits. Adam read the conflict of interest provision of ACRPC's bylaws, noted that it did not contain a definition of what constituted a conflict, but left that up to either the individual or if the individual could not decide, to the full Commission by vote. A long discussion of how and whether ACRPC should define what a conflict was and how it should be defined followed. During that discussion, Harvey requested that Thea Gaudette, the Vice Chair of the Commission, take over running the meeting. Thea administered the discussion. Several people volunteered to forward Adam sample definitions of conflicts. At the end of the meeting, the Commission voted to table the discussion to next meeting and to take action on any conflicts at that time.

VIII. Members Concerns: None

IX. Adjourn: Tom Scanlon of Salisbury moved to adjourn the meeting, Ellen Kurrelmeyer of Whiting seconded the motion. The motion, passed unanimously and the meeting was adjourned at 10:20 p.m.

Respectfully Submitted:

Adam Lougee, Director