

ADDISON COUNTY REGIONAL PLANNING COMMISSION
FULL COMMISSION MEETING MINUTES
NOVEMBER 9, 2016

ACRPC held its monthly meeting at its office on Seminary Street in Middlebury with the Chair, Jeremy Grip of Ripton, presiding.

ROLL CALL:

<i>Addison:</i>		<i>Orwell:</i>	
<i>Bridport:</i>	Edward Payne Andrew Manning	<i>Panton:</i>	Jamie Dayton
<i>Bristol:</i>	Peter Grant	<i>Ripton:</i>	Jeremy Grip
<i>Cornwall:</i>		<i>Salisbury:</i>	Tom Scanlon Barrie Bailey
<i>Ferrisburgh:</i>	Tim Davis Arabella Holzafel	<i>Shoreham:</i>	Nick Causton Linda Oakes
<i>Goshen:</i>		<i>Starksboro:</i>	Richard Warren Marjorie Dickstein
<i>Leicester:</i>	Diane Benware	<i>Vergennes:</i>	Shannon Haggett Mel Hawley
<i>Lincoln:</i>	Steve Revell	<i>Waltham:</i>	
<i>Middlebury:</i>	Karl Neuse Ted Davis Ross Conrad	<i>Weybridge:</i>	Ron Crawford
<i>Monkton:</i>	Wendy Sue Harper Stephen Pilcher	<i>Whiting:</i>	Ellen Kurrelmeyer
<i>New Haven:</i>			

CITIZEN INTEREST REPRESENTATIVES:

<i>Addison County Farm Bureau:</i>	Kent Wright
<i>Addison County Economic Development Corp:</i>	
<i>Otter Creek Audubon Society:</i>	Ron Payne
<i>Otter Creek Natural Resources:</i>	Paul Wagner
<i>Addison County Chamber of Commerce:</i>	

ACRPC EXECUTIVE BOARD

Chair: Jeremy Grip
Vice-Chair: Diane Benware
Secretary: Ted Davis
Treasurer: David Hamilton
At Large: Nick Causton
Steve Revell
Tim Davis

STAFF

Executive Director: Adam Lougee
Assistant Director/GIS Manager: Kevin Behm
EM/Senior Planner: Tim Bouton
Transportation Planner: Josh Donabedian
Land use Planner: Claire Tebbs
Office Manager/Bookkeeper: Pauline Cousino

Addison County Regional Planning Commission

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7:00 PUBLIC PROGRAM: Chair, Jeremy Grip called the monthly meeting to order at 7:00 to address the Commission's agenda.

Jeremy welcomed and introduced guest speakers ...

Jeremy thanked the presenters for their time and closed the presentation at 8:00. The meeting was reconvened at 8:13.

BUSINESS MEETING:

I. Approval of Minutes. A motion by Peter Grant to accept the October 12, 2016 minutes, seconded by Ellen Kurrelmeyer was approved by voice vote. Paul Wagner, Richard Warren and Marjorie Dickstein abstained.

II. Executive Board Minutes: Jeremy noted that the Executive Board minutes are in the package for information purposes. If anyone has questions or concerns they can speak to a member of the Executive Board or to Adam.

III. Treasurers Report: Adam presented the Treasurer's Report. He noted we had good fund balances and that our revenues are slightly behind our expenses, but we have not completed billing for the month of October, while all the bills are paid. He expects that when October bills are issued, the revenues will move ahead of expenses. A motion by Tom Scanlon to approve the treasurer's report as presented, seconded by Steve Revell was approved unanimously by voice vote.

IV. Committee Reports:

ACT250/248 Committee: Ellen Provided a report of the Committee's activities and applications filed and approved since the last meeting.

Energy Committee: Jeremy asked the Energy Committee to stay after the meeting tonight to schedule its own meeting regarding the Energy Plan.

Natural Resources: The Committee meet just prior to this full commission meeting. It reviewed the Natural Resource constraint layers that Kevin has created for the Energy Planning maps for the region.

Transportation Advisory Committee: The TAC meeting was devoted largely to a question and answer session with Sommer Bucossi of VTrans. (Anything Else Josh?)

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



Local Government Committee: The Local Government Committee will be meeting in Waltham on November 14th to review the Waltham Town Plan.

V. Joint Partners Report: None this month.

VI. Delegate Staff Recognition/ Project Highlights: Adam referred the group to the newsletter. He focused on the article Josh had written discussing the Wiki-map available for people to comment on the Transportation Section of the Plan. Josh noted that the map will be available for people to comment through November 18, 2016. During a discussion of the map one of the commissioners asked about accident locations. Adam noted that Kevin and Daryl had created an extensive accident database for the region. Kevin also suggested that we could put a link to the VTrans accident database on our website. (Josh, please take care of this link.)

VII. Old Business.

Proposed Bylaw Amendment: Jeremy noted the Executive Board is still working on changes to the Conflict of Interest Section and will get back to the Commission when it has completed the proposed language.

Proposed Fund Balance Policy: Adam noted that in the packet he had included a proposed fund balance policy. Adam noted that he felt it memorialized our current practice of trying to end each year with a positive fund balance and keeping a rainy-day fund in the bank to hedge against unforeseen financial problems. Mel Hawley, the City Manager of Vergennes opposed the idea of adopting the policy. He felt that the 6-month reserve stated was too high. He also raised some issues regarding what constituted ACRPC's operating expenses. Several others felt that 6 months constituted a reasonable reserve. After considerable discussion, Karl moved to table the motion and send the policy back to the Executive Board. Peter Grant seconded the motion. By a voice vote, the majority voted to support the motion to table.

Energy Planning: Adam gave an outline of the work the commission would be doing regarding Energy Planning in the next several months.

Regional Energy Plan

1. Receive and analyze statistical data – ACRPC has data for the region from VEIC. The Energy Committee will review it at its next meeting.
2. Receive and analyze mapping data – The Natural Resources Committee began looking at the mapping constraints data this evening. Other committees will also have the opportunity to comment on the maps.
3. Amend data (With Committee Nov. December)

4. Draft ACRPC Energy Plan, first draft of statistical information in December, Full Plan for vote of the commission by June 2018.

Town Energy Planning:

Conduct training workshops

1. December 7, 2016 at ACRPC at 6:00 p.m. and February;
2. Carve county data into Municipal data;
3. Create Municipal Energy constraints maps
4. Help three towns incorporate data into an energy section of their Town Plan.
Towns seeking to be one of the first three towns to received help should speak with Adam.

Other. No other old business.

VIII New Business

Other: None.

IX. Member Concerns. None.

On a motion to adjourn by Peter Grant, seconded by Karl Neuse and unanimously approved, the meeting was adjourned at 9:07 pm.

Respectfully submitted by:
Adam Lougee