

ADDISON COUNTY REGIONAL PLANNING COMMISSION
FULL COMMISSION MEETING MINUTES
DECEMBER 14, 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>		<i>Ripton:</i>	Jeremy Grip
<i>Cornwall:</i>	Holly Noordsy Stan Grzyb	<i>Salisbury:</i>	Tom Scanlon Mary Anne Sullivan Barrie Bailey
<i>Ferrisburgh:</i>	Tim Davis Arabella Holzafel	<i>Shoreham:</i>	Nick Causton
<i>Goshen:</i>	Jim Pulver	<i>Starksboro:</i>	Richard Warren
<i>Leicester:</i>		<i>Vergennes:</i>	Shannon Haggett Cheryl Brinkman
<i>Lincoln:</i>	Steve Revell	<i>Waltham:</i>	
<i>Middlebury:</i>	Karl Neuse Ted Davis David Hamilton	<i>Weybridge:</i>	
<i>Monkton:</i>		<i>Whiting:</i>	Ellen Kurrelmeyer
<i>New Haven:</i>	Harvey Smith		

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 BUSINESS MEETING: Jeremy Grip opened the meeting by welcoming the commissioners at 7:03 and introducing the first order of business.

I. Approval of Minutes. A motion by Ellen Kurrelmeyer to accept the November 9, 2016 minutes, seconded by Tom Scanlon was approved by voice vote. Jim Pulver, Stan Grzyb and Mary Anne Sullivan 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 ahead of our expenses through the month of October. **A motion by Ted Davis to approve the treasurer's report as presented, seconded by Ellen Kurrelmeyer 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 reported that the Energy Committee met last Tuesday and started working on the assumptions of energy usage for the Region that would provide the statistical backup for the regional 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 awarding additional TAC grants. The TAC selected two projects: A lighting study in Salisbury village and a closure study for Lincoln Gap.

Local Government Committee: The Local Government Committee deferred its presentation until later in the agenda.

V. Joint Partners Report: None this month.

VI. Delegate Staff Recognition/ Project Highlights: Adam noted that Kevin Behm had been working hard to get maps together both the region and towns could use to do energy siting.

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



VII. Old Business.

Proposed Bylaw Amendment: Adam noted that a new proposed conflict statement was included in the packet. After considerable discussion, and several suggestions of alternate language, the commission asked Adam to make changes involving:

1. Purpose, add language to the end of the paragraph noting that Commissioners also represent their municipalities.
2. Definitions, a., remove “brother and sister” (already covered by “siblings”).
3. Disqualification, c., remove “That are not available to the public in general” as duplicative.
4. Add clarifying language: Delegates that are disqualified may be replaced by the alternate representing that municipality.
5. Make 3d and 5b the same. Commissioners do not lose their right to participate as members of the general public.

Once these changes are made the Commission will vote on all the bylaw changes at the next meeting.

Proposed Fund Balance Policy: Adam noted that in the packet he had included a proposed fund balance policy amended to reflect concerns voiced by several commissioners. After some discussion, **Arabella Holzafel moved to pass the policy as presented. Ellen Kurrelmeyer seconded the motion. By a voice vote, the majority voted to support the motion to pass the policy.**

Other: No other old business.

VIII. New Business

Vote to confirm and approve the Waltham Town Plan: Ted Davis, Chair of the Local Government Committee, noted that the Committee had held a joint public hearing with the Planning Commission for the Town of Waltham concerning the confirmation of Waltham’s planning process and regional approval of the Waltham Town Plan. The hearing proceeded smoothly. The Committee recommends that ACRPC confirm Waltham’s planning process and regional approval of the newly adopted Waltham Town Plan. **Tom Scanlon moved that the Commission accept the Committee report and confirm Waltham’s planning process and grant regional approval of the newly adopted Waltham Town Plan. Mary Anne Sullivan seconded the motion, which passed unanimously.**

Vote on Proposed Municipal Assessments for FY2018: Adam presented the Commission with a proposal to level fund municipal assessments for FY2018. Each municipality’s

assessment will remain based upon the same per capita rate. The total dollar amount may change slightly based upon whether the municipality gained or lost population based upon the most recent Vermont Department of Health Population estimates. **Ellen Kurrelmeyer moved to level fund the municipal assessment at the same per capita rate as last year. Mary Anne Sullivan seconded the motion, which passed unanimously.**

Vote to Review and Approve the audit for FY2016: Adam noted that the audit conducted by ACRPC's auditor, Vance DeBouter, CPA, PC was included in the packet. Adam walked the Commission through the important points of the audit, noting that the commission had improved its net assets by \$22,452 over the fiscal year and had been found free of compliance or control issues. **Mary Anne Sullivan moved that the Commission accept and approve the audit as presented. Steve Revell seconded the motion, which passed unanimously.**

Other: None.

IX. Member Concerns. None.

On a motion to adjourn by Ted Davis, seconded by Ellen Kurrelmeyer and unanimously approved, the meeting adjourned at 8:25 pm.

Respectfully submitted by:
Adam Lougee