

**Southern Windsor County
Regional Planning Commission**

Minutes of Tuesday, August 12, 2014
Martin Memorial Hall, Ascutney, VT

Commissioners Present: Peter Daniels (Chair), Weathersfield; Tom Bock (Vice Chair), Chester; Hal Pyke, West Windsor; Tom Kenyon (Alt.), West Windsor; Joe Fromberger, Andover; Etienne Ting, Cavendish; Logan Nicoll (Alt.), Ludlow; Clayton Paronto, Windsor.

Staff Present: Tom Kennedy, Jason Rasmussen, Dan Potter, Cynthia Porter, Chris Titus.

Peter Daniels called the meeting to order at 12:20 pm.

Joe Fromberger made a motion to adjust the agenda in order to clarify the public hearing and to add two Brownfields items and one announcement under New Business. Second by Tom Bock. Passed unanimously.

1. Public Hearing
 - a. Peter Daniels opened the public hearing on whether to approve the municipal plans and confirm the municipal planning efforts of the towns of Springfield and West Windsor under 24 V.S.A. §4350. There were no comments from the public. Peter Daniels closed the public hearing.
2. Confirmation and Approval of the Town Plans for Springfield and West Windsor
 - a. Jason Rasmussen and Dan Potter reported on the Town Plan Review Committee's review process. West Windsor adopted their Town Plan on May 27, 2014. Springfield adopted their Town Plan on June 16, 2014. The Committee met on July 8, 2014 in order to review the statutory criteria for town plan approval and confirmation.
 - b. Jason Rasmussen indicated that the Committee found West Windsor's plan to meet the statutory criteria for approval; therefore, the Committee recommends approval. *Etienne Ting made a motion to approve the 2014 West Windsor Town Plan as recommended by the Town Plan Review Committee. Second by Hal Pyke. Passed unanimously.*
 - c. Dan Potter reported that the Committee found Springfield's Town Plan to have improved consistency with State Planning Goals and compatibility with the Regional Plan. There are a few areas that the Town and SWCRPC agree needs clarification or improvement, which will be addressed over the next update process this following year. *Etienne Ting made a motion to approve the 2014 Springfield Town Plan as recommended by the Town Plan Review Committee. Second by Tom Bock. Passed unanimously.*
 - d. *Joe Fromberger made a motion to confirm the municipal planning processes of both Springfield and West Windsor as recommended by the Town Plan Review Committee. Second by Etienne Ting. Passed unanimously.*

3. Secretary's Report

- a. Joe Fromberger suggested modifying section 3(b)(1) to indicate that officers are elected, not appointed. *Joe Fromberger made a motion to approve the June 17, 2014 Secretary's Report as modified. Second by Etienne Ting. Passed unanimously.*
- b. Tom Kennedy discussed the new Open Meeting Law requirements, which apply to the SWCRPC and all committees.

Clayton Paronto made a motion to:

- 1) *Make the Rutland Herald the SWCRPC's newspaper of record;*
- 2) *Post SWCRPC agendas for regular meetings at least 48 hours in advance, and 24 hours in advance for special meetings;*
- 3) *Post agendas in the SWCRPC offices, Ludlow Municipal Hall, Springfield Town Hall and on the SWCRPC website; and,*
- 4) *Post draft meeting minutes on the SWCRPC website within 5 days.*

Second by Logan Nicoll. Passed unanimously.

4. Treasurer's Report

- a. Cynthia Porter indicated that we will need a single audit this year. The audit should be complete by September 30th.
- b. *Joe Fromberger made a motion to accept the June 2014 Treasurer's Report. Second by Tom Bock. Passed unanimously.*

5. Brownfields

- a. Tom Kennedy and Dan Potter reported on a request for Phase II assessment funding by the Early Childhood Center for a site on Bridge Street in Windsor. A Phase I assessment just completed found possible issues with an underground storage tank and contamination from a former dry cleaner. A Phase II is needed in order to evaluate these two potential issues.

Etienne Ting made a motion to approve up to \$12,000 from the RLF for a Phase II assessment of the proposed Early Childhood Center site on Bridge Street in Windsor. Second by Hal Pyke. Passed unanimously.

- b. Tom Kennedy and Dan Potter indicated that Jim Mullen (Weathersfield Town Manager) submitted an email inquiring about getting reimbursed for 2013 expenses to clean up the former Perkinsville School. During the Town audit \$6,200 in clean-up costs were discovered that are attributable to the Perkinsville School clean-up project. The SWCRPC formerly approved up to \$188,000 for this work. The Town expended approximately \$140,000, but never billed for this additional amount. The Board is reluctant to do so unless there is a compelling reason to do so.

Etienne Ting made a motion to approve the reimbursement of \$6,200 for the clean-up of the former Perkinsville School site as request by Weathersfield. Second by Tom Bock. Motion does not pass. Peter Daniels abstained.

- c. At the June RPC meeting, the Board discussed suspending our procurement procedures due to unique circumstances surrounding procurement for a Phase II ESA at the Freeburg Brownfield site in Weathersfield. Due to our contract with Lamoille RPC and other reasons, the RPC ended up following our procurement procedures and hiring KAS to complete the Phase II ESA.
- 6. Old Business
 - a. None
- 7. New Business
 - a. The New England Clean Power Link project is proposing an underground transmission line to bring hydroelectric power from Canada to New England. The proposed line would be buried in Lake Champlain and under public roads, terminating at the Coolidge Substation. Logan Nicoll reported that the Ludlow Selectboard is in favor of this project. A number of public meetings are scheduled, the first of which is on August 19, 2014 at 7 pm in the Ludlow Municipal Offices.
- 8. The meeting was adjourned at 1:50 p.m.