

DRAFT
**Southern Windsor County
Regional Planning Commission**

Minutes of Monday, February 27, 2017
Martin Memorial Hall, Ascutney, VT

Commissioners Present: Joe Wilson, Springfield; Peter Daniels, Weathersfield; Wayne Wheelock, Baltimore; Kathy Rondeau, Reading; Norm Vanasse, Ludlow; Tom Kenyon; Etienne Ting, Cavendish; Joe Fromberger, Andover.

Staff Present: Jason Rasmussen, Allison Hopkins, Katharine Otto, Chris Titus.

Joe Wilson opened the meeting at 12:00 PM.

1. Changes to the Agenda
 - a. Election of a Vice Chair was moved to the top of the agenda.
2. Election of Vice Chair due to vacancy
 - a. Carol Lighthall had served as SWCRPC Vice Chair until resigning due to a new job in Barre. Due to this vacancy, Peter Daniels agreed to serve in this capacity through June 30, 2017.
 - b. *Joe Fromberger made a motion to nominate Peter Daniels to fill the Vice Chair vacancy through June 30, 2017. Second by Etienne Ting. Motion passed.*
 - c. *Joe Fromberger made a motion to accept the nomination and elect Peter Daniels as Vice Chair for the remainder of this fiscal year. Second by Wayne Wheelock. Motion passed.*
3. Secretary's Report
 - a. *Tom Kenyon made a motion to approve the January 16, 2017 Secretary's Report. Second by Joe Wilson. Joe Fromberger and Norm Vanasse abstained. Motion passed.*
4. Treasurer's Report
 - a. *Tom Kenyon made a motion to accept the January 2017 Treasurer's Report. Second by Etienne Ting. Motion passed.*
5. Confirm District Paving Priorities from TAC
 - a. Jason Rasmussen and Katharine Otto explained the process to submit regional priorities for VTrans district leveling projects. These projects are intended as a temporary improvement until such time that a more involved pavement project can be scheduled. Ordinarily we do not have sufficient time to bring TAC recommendations to the Board due to the State's usually very short schedule. However, this year we have time to treat these projects as we do with the other transportation project prioritization process. Katharine Otto presented the TAC recommendations for priority projects for this year, which was included in the agenda packet.
 - b. *Joe Fromberger made a motion to confirm the Transportation Advisory Committee's recommendations for district leveling projects as presented. Second by Etienne Ting. Motion passed.*

6. Contracts and Loans

- a. At the September 2016 meeting, the Board approved an additional loan to One Hundred River Street. Allison Hopkins reported that attorney Chris Callahan is currently reviewing the loan documentation. The draft loan agreement includes key provisions, some of which are still under review (indicated by *italics*):
 - 1) Loan Amount: \$50,000
 - Loan Period: 10 years/120 monthly payments
 - Interest Rate: 0%
 - *Monthly Payment: \$416.67*
 - 2) Penalties:
 - If remaining principal balance is not paid in full by maturity, an interest rate of 5% per annum will be charged from date of maturity until paid in full.
 - *Payments more than 15 days late will be charged a fee of 5% of the unpaid portion of the regularly scheduled payment.*
 - An annual interest rate of 8% will be applied to remaining principal balance if Borrower fails to maintain compliance with their annual monitoring and maintenance requirements in the future.
- b. At the January 2017 meeting, the Board approved hiring a consultant to help with the Regional Plan Land Use Chapter update. Jason Rasmussen reported that there are a few very well qualified planning consultants in the area, and we contacted all three of them. One did not have sufficient time given the project schedule. One quote was over \$20,000. Place Sense gave us a quote for under \$8,000, and has done a lot of good work in Vermont. We now have a contract in place with Place Sense and anticipate completing a preliminary draft for Board review by late spring, and a final draft by the end of August.
- c. Jason Rasmussen also reported that the Land Use Advisory Committee is being established. Members have been identified, but a meeting schedule has not yet been established. Board members are encouraged to attend Committee meetings and will be included in the correspondence about future meetings.

7. Updates for ongoing permit applications

- a. Ludlow Driver Solar
 - 1) Jason Rasmussen explained that we have received a draft MOU from the applicants for a 500 KW solar project to be located on an old sand pit just off VT Route 100 North in Ludlow. Our primary areas of interest are decommissioning and landscaping to screen the project from VT 100. The applicant has agreed in concept to include CPG language regarding decommissioning the site after the project is complete and maintaining the landscaping for the life of the project. We had asked for a few modifications to the MOU and we have not seen those yet. Jason noted that the Ludlow Selectboard has additional concerns that are not addressed in the MOU between the applicant and RPC. Tom Kennedy is talking with the town regarding these concerns.

- b. Vermont Meatpacking
 - 1) Jason Rasmussen reported that Tom Kennedy attended a recent Act 250 hearing for modest expansions of the Black River Produce slaughterhouse that is located in the North Springfield Industrial Park. A hearing recess order was released recently. The main issues include stormwater and wastewater permitting, time of deliveries, and addressing concerns from some of the neighbors. It appears that most of these issues are being addressed, including not overloading the trucks that are hauling offal, raising the smoke stack, noise mitigation vegetation, and minimizing truck idling. The proposal also appears to generally limit animal deliveries between 7am and 5pm, but would allow for occasional deliveries within a 24 hour period to avoid some of the problems experienced in the past.
- c. Okemo traffic mitigation
 - 1) Okemo is required to provide uniformed traffic officers at a number of locations in order to mitigate peak ski traffic under their existing Act 250 permits. Okemo submitted an application to remove this requirement for the intersections of VT 103/Buttermilk Falls Rd, VT 103/Okemo Ridge Rd, VT 103/VT 100 North, and VT 103 103/VT 131. They submitted a traffic analysis report as a basis for this request. VTrans has agreed that, based on the data provided, this request makes sense. Ludlow is in support of this request. We have not heard any reaction from Cavendish regarding this request. This is being treated as a minor application, and the permit will be issued soon unless a hearing is requested.
- 8. Discussion of RPC assistance with implementation of the State's water quality program
 - a. Jason Rasmussen reviewed item number 11 in the VAPDA clean water comments summary that was included in the agenda packet. There was Board consensus that RPCs can play an important role in the project delivery of clean water implementation projects.
- 9. Old Business
 - a. Update on former Ascutney Base Lodge demolition
 - 1) Allison Hopkins provided a status update with the ongoing demolition work of the former Ascutney base lodge. Pictures of the site before and during the demolition were provided to show our funds at work.
- 10. New Business
 - a. None
- 11. The meeting was adjourned at approximately 1:30 PM.