

**Southern Windsor County
Regional Planning Commission**

Minutes of March 16, 2010

Commissioners Present: Peter Daniels, Weathersfield; Thomas Bock, Chester; Norm Vanasse, Ludlow; John Mitchell, Reading; Carol Lighthall, Baltimore; Etienne Ting, Cavendish.

Staff Present: Tom Kennedy, April Harkness, Jason Rasmussen, Cynthia Porter, Joe Bonanno.

Peter Daniels, Vice Chairman, opened the RPC meeting at 12:05 PM.

Secretary's Report

Tom Bock made a motion to approve the February 2010 Secretary's Report as written, seconded by John Mitchell. Motion carried.

Treasurer's Report

Carol Lighthall made a motion to accept the Treasurer's Report for February 2010 as written, seconded by John Mitchell. Motion carried.

Corporate Resolution

A Corporate resolution was passed to open an \$80,000 CD with CRB; signers on the account will be Peter Daniels, Donald Barrett, Tom Kennedy.
The rate on the CD is 2.15.

Brownfield Updates

April Harkness updated the Board on recent Brownfield activity:

J&L – (2009 ARRA funding) – Received a \$400,000 waiver for the use of ARRA stimulus funds; mostly working on section C getting it ready for a developer.

Ludlow Armory – (Hazardous Assessment Grant) –The Brownfields Steering Committee to fund a corrective action plan, town will pay the \$1.2 million renovation and reconstruction costs.

Edgar May Health and Recreation Facility in Springfield – (Hazardous Assessment Grant) –Phase II has been started by Stone Environmental and is scheduled for completion in June.

PVDC Site, 100 River Street – (2009 ARRA funds) - Will be getting \$190,000 (\$110,000 from the State and \$80,000 from the RPC) to be used mostly for PCB remediation tasks such as putting concrete in the basement.

Petroleum Assessment Funds – 18 Central Street, Rockingham Area Community Land Trust is the owner and they are looking at a potential housing development; we may be helping with the assessment and/or clean-up work there.

Staff received an email stating that supplemental RLF funds are available; applications are due by April 8, 2010.

Transportation Updates

Jason Rasmussen updated the Board on the recent Transportation activity:

Our annual transportation project prioritization process needs to be completed by April 1, 2010. The TAC prioritized roadway, state bridge and park and ride projects in January, but town bridge prioritization was on hold for guidance from VTrans released a month ago. Due to these delays, the TAC was not able to meet before this RPC meeting to provide recommended project priorities before this deadline.

A Town Highway Bridge Project Needs Assessment, which was completed in November 2009, resulted in one new funded project for the region: Walker Bridge over the Black River on Main Street in Ludlow. VTrans wants us to prioritize “front-of-book” and “development and evaluation” projects (including Walker Bridge and Harry Hills Bridge in North Springfield), as well as to re-evaluate town bridge “pre-candidate” needs.

This prioritization process utilizes evaluation criteria required by the Legislature and other factors used by the TAC as shown on the spreadsheet. Town Managers, road foreman or other town government officials were consulted for input.

Since this needs to be completed before the RPC meets again, Carol Lighthall made a motion to authorize the TAC to determine regional transportation priorities based on the project list and methodology as presented. Seconded by Norm Vanasse. Motion carried.

Energy

Tom Kennedy and Jason Rasmussen discussed the major components of our new Energy Program, which includes the activities shown on the “combined budget” handout. This handout combines our grant funding from U.S. Department of Energy and Vermont Department of Public Service by similar activity category:

- **Task 1 – Integrated Planning** – Conducting a municipal baseline energy study, update energy-related sections of the Regional Plan, develop model energy efficiency language for town plans and local land use regulations, and provide technical assistance to town planning commissions.
- **Task 2 – Transportation Analysis** – Updating the 1998 regional park and ride assessment, inventory town traffic signals, and conduct a municipal fuel usage study (as part of the baseline energy study).
- **Task 3 – Energy Audits & Retrofits** – \$30,000 for energy audits of public buildings and \$28,000 for retrofits to public buildings, such as energy efficient lighting, programmable thermostats and occupancy sensors.
- **Task 4 – Energy & Outreach** – Provide support/technical assistance to local energy committees, public educational workshops, and outreach including website, newsletters and developing other educational materials.
- **Task 5 – Traffic Light Retrofits** – Converting existing town traffic signals to LED bulbs in a couple towns.

Tom Kennedy noted that demand may be significant for the energy audit and retrofit funding. Distributing the funds equitably throughout the region is a concern, especially

since some towns have completed audits and are seeking funds for feasibility studies or projects. The RPC stated that we should focus our limited funds on energy audits. Staff is developing an application that will be sent to each town. Interest will determine how many audits are done in each town.

An Energy Committee was established with Norm Vanasse, Carol Lighthall and Tom Bock as members. This committee was formed to review applications and will focus primarily on increasing building efficiency and things that will increase efficiency in the building.

Section 248A

There was no new Section 248A applications to discuss.

ACT 250 Updates

Jason Rasmussen indicated that there are not many active ACT 250 projects of regional significance and briefly discussed the small projects listed on the Act 250 matrix.

Municipal Planning Grants

Tom Kennedy updated the Board on MPG activity:

- There is approximately \$240,000 available to towns this year (FY 2010). Applications are due by April 30th.
- In addition, it appears that there will also be close to \$400,000 in FY 2011 MPG funds available to towns in FY 2011.
- Staff is trying to help Chester and Ludlow, who could really use MPG money this Spring.

Old Business

There was no old business to discuss.

New Business

- Weathersfield is starting to update their Town Plan.
- Reading will be readopting their Town Plan this summer.
- Tom Bock asked Tom Kennedy to reissue his ACRONYM list to Commissioners and put it on website.

Adjourn

Peter Daniels made a motion to adjourn, seconded by Norm Vanasse.
The meeting adjourned at 2:00 PM.

Respectfully submitted,
Angela Esslinger