

DRAFT
Southern Windsor County
Regional Planning Commission

Monthly Meeting Minutes of Tuesday, September 20, 2011
Howard Dean Education Center, Springfield, VT

Commissioners Present: Don Barrett, Springfield, Carol Lighthall, Baltimore, Tom Marsh, Windsor, Hal Pyke, West Windsor; Norm Vanasse, Ludlow; Joseph Fromberger, Andover; John Mitchell, Reading.

Staff Present: Thomas Kennedy, Jason Rasmussen, Angela Esslinger.
Dan Potter and Cynthia Porter arrived at 9:30am.

Don Barrett commenced the monthly meeting at 9:15am.

Secretary's Report

John Mitchell made a motion to accept the July 2011 Secretary's Report as written, seconded by Tom Marsh. Motion carried.

Treasurer's Report

Joe Fromberger made a motion to accept the July Treasurer's Report as written, seconded by John Mitchell. Motion carried. Joe Fromberger made a motion to accept the August Treasurer's Report as written, seconded by Hal Pyke. Motion carried.

Tom Kennedy said the RPC will be receiving a contract amendment from VTRANS to help cover our assistance to the towns. The RPC as a municipality is eligible to receive additional funding as the RPC has been spending a lot of time working on post Irene issues. Joe Fromberger asked if we have enough funds to cover expenses until we get the contract amendment and grant, and if we would be hiring additional employees. Currently the RPC has enough money to cover costs for approximately the next six months, the grant would be 95/5 match. Heather MacArthur was hired as an intern however after meeting with the Executive Committee on September 15 she is now a limited full time employee working 40 hours per week and salary has been increased from \$15 to \$18/hr. The Executive Committee also discussed equal compensation. The policy has been in the past to receive time off however that has now been changed to people will now be paid instead of receiving time off during this busy time.

Brownfield Updates

Dan Potter updated the Board on recent Brownfield activity:

100 River Street's first payment was due September 13 however they asked via email for an extension until December. The Brownfields Steering Committee met on September 15 and recommends the Board approve charging a 1% fee per month for the extension. Currently 100 River Street does not pay any interest on their loan. The 1% of the amount due every month would equal \$300 per month (\$900 total added to December payment).

Carol Lighthall made motion to approve this suggestion, John Mitchell seconded. Motion passed.
Joe Fromberger did not agree with this motion.

Bryant Grinder currently has two ongoing projects. An RFP was developed, bids were received, and the BSC recommends the Board select ATC. ATC may not be the cheapest quote however ATC had the most thorough scope of work presented to assess definitely one but possibly two underground tanks.

Hal Pyke made a motion to approve ATC as the bid winner, Carol Lighthall seconded. Motion passed.

Bryant Grinder: An RFP was developed, bids were received, and the BSC recommends the Board select Stone Environmental to complete the Phase 2 contamination investigation. Although Stone Environmental was the lowest bidder it was selected on technical merit. A \$100,000 limit was the grant agreement limit as anything over \$100,000 needs to have full and open procurement procedures. All bids that were received for this assessment were for over \$100,000. Alan Peterson from the EPA relayed to the BSC that as long as the proposals are evaluated on technical merits than they can choose the lowest bidder if they would like. Alan proposes selecting who can best complete phase 2 then work with them to decrease the assessment to under \$100,000. Hal Pyke made a motion to select Stone Environmental for the Phase 2 Assessment, Norm Vanasse seconded. Motion passed.

North Springfield School phase 2 was completed by KAS. The preservation society is in negotiation to purchase this building with a potential closing date of November 22. A requirement to purchase the property is a Phase 1 assessment. Unfortunately, a Phase 1 assessment is only valid for one year. A new assessment will need to be redone. KAS provided a cost estimate to redo Phase 1 at \$1400. Hal Pyke made the motion to authorize KAS to complete the Phase 1 assessment, JM, passed. Favor of granting KAS \$1400 to redo phase 1 study.

ACT 248 Updates

Jason Rasmussen provided a brief overview of recent ACT 248 events to the board.

Everyone was distributed a packet from VTEL for the proposal of a lattice tower on Elm Street in North Springfield. This project is geared toward increasing and improving broadband. After evaluation this is the most feasible site for this purpose as it is a mostly industrial/commercial area. An ACT 248 committee meeting will be scheduled to evaluate this application further.

Don Barrett recently attended a VTEL presentation and informed everyone that current Springfield customers would have copper wire redone in fiber and new customers would have copper installed.

Joe Fromberger asked if there is a timeline for replacing copper with fiber. Don Barrett heard that they were suppose to start in August 2011 however he is not sure if it has started.

ACT 250 Updates

A residential subdivision has been proposed for off of Winery Road in Cavendish. This six unit subdivision would be located along the Black River in Cavendish. Although Cavendish does not have zoning they do have flood regulations. Since the river has moved the flood zoning regulations may need to be updated which would affect this proposal. A permit committee meeting will be arranged to review this prior to next month's RPC meeting.

Transportation Update

The Transportation program has been thrown out of whack as far as transportation studies etc. (ie:culvert inventory).

Old Business

There was no old business to discuss.

New Business

There was no new business.

Adjourn

Joe Fromberger made a motion to adjourn, seconded by Tom Marsh.

The meeting adjourned at 10:00 AM.