

DRAFT
Southern Windsor County
Regional Planning Commission

Monthly Meeting Minutes of Tuesday, July 19, 2011
Martin Memorial Hall, Weathersfield, VT

Commissioners Present: Peter Daniels, Weathersfield; Thomas Bock, Chester; Hal Pyke, West Windsor; Etienne Ting, Cavendish; Norm Vanasse, Ludlow; Joseph Fromberger, Andover; John Mitchell, Reading.

Staff Present: Thomas Kennedy, Cynthia Porter, Jason Rasmussen, Katharine Otto, Dan Potter, Angela Esslinger.

Peter Daniels commenced the Annual meeting at 12:15pm.

Secretary's Report

Tom Bock made a motion to accept the June 2011 Secretary's Report as written, seconded by Hal Pyke. Motion carried.

Treasurer's Report

Tom Kennedy said the RPC ended the year on a very positive note even though end of the year purchases to inventory were made and we had some carry some Net Income. Hal Pyke made a motion to accept the June Treasurer's Report as written, seconded by Tom Bock. Motion carried.

Cynthia Porter gave an update on the Revolving Loan Fund; there is a scheduled July draw of \$114,000 that will close this loan out. Repayment starts September 13, 2011 which is six months after the first disbursement. Balloon payments will take ten years to pay back and the funds must be used for brownfields purposes only. After this fiscal year there will no longer be any federal ARRA funds.

Fothergill, Segale & Valley will perform the yearly audit on July 27.

ACT 248 Procedures Overview and Updates

Tom Kennedy and Jason Rasmussen provided a brief overview of the ACT 248 procedures via a printed power point presentation.

By the September meeting the RPC will need to know if the board would like to file an intervener status for the North Springfield Sustainable Energy Program, which would be the largest biomass program in the state of VT. and if so, in what areas. If an intervener is filed then the Board must also determine if their intentions are to 1) intervener status and to write letters only 2) intervener status and hire a consultant or 3) not file for intervener status.

Green power will be provided/sold to electric companies, the heat that is made will be provided at discount for the Industrial Park. Jason and Tom plan to attend the Chester Select board meeting on August 2 as well as the Planning Commission meeting later in the month. Tom will also be meeting with the Springfield Select board and Planning Commission.

Jason will email a link for the public to review how they can participate in this process; Tom will send intervener status letter template to towns.

The RPC will also need to decide if they should hire a Transportation consultant such as John Bruno to perform a traffic study of the area. The consultant would decide how to best answer the following questions: How to best disburse traffic? Should traffic patterns vary? These answers will mostly depend on the “harvest market”.

Broadband Updates

The Broadband Grant Technical Steering Committee met on June 23 and established their goal is to come up with a regional broadband plan. This plan would identify exactly what are the benefits of broadband, where would people like to see more broadband etc.

Brownfield Updates

Dan Potter updated the Board on recent Brownfield activity:

100 River Street submitted a final disbursement request for their loan under the RPC’s RLF.

Two new projects are to be started at Bryant Grinder; currently looking at the southern third of the building and preparation for a potential tenant.

Work on the asbestos abatement project at the J&L site has started and the PCB cleanup is anticipated to start later this fall.

Energy Update

Jason Rasmussen provided a brief update on energy planning efforts. The RPC’s consultant, Sharon Murray from Front Porch Community Planning & Design, submitted model energy regulatory language and some plain language which will be sent to towns. We will provide the resulting information to towns over the next few months, and staff is available to help towns to modify the model language as appropriate for their community.

Energy retrofits: Windsor is delayed, other towns are on board.

Transportation Update

The RPC hired intern Heather McArthur to update Bridge and Culvert Inventories and carry out sign inventories as well as assist with GIS.

The RPC is assisting towns with the completion of signs inventories, which must be done by 2012 to comply with new federal requirements. On a staggered schedule, with the last deadline in 2018, all road signs must be brought into compliance with the 2009 Manual of Uniform Traffic Control Devices, including the sign dimensions and its retro-reflectivity. Rutland Regional Planning Commission is organizing a cooperative purchase of some major signs (stop, yield and speed limit) for its towns which will help them secure the signs they need for far cheaper. SWCRPC has discussed the possibility of doing this our town managers and will be discussing the possibility further at the next Road Foreman meeting.

Old Business

There was no old business to discuss.

New Business

Katharine briefed the board on the recently released technical bulletin which focused on data released in the 2010 census. The main trends for the region were a slight decrease in overall population, population is aging, average household size is decreasing, number of housing units is increasing and the housing

occupancy rates are decreasing

Jason asked for an opinion from VLCT whether or not Weathersfield could amend their town plan on a chapter by chapter basis and VLCT said it was legal for them to amend their plan chapter by chapter. Weathersfield updated their Transportation chapter and would like the RPC to approve the entire Town Plan.

The summary of assessment completed by NADO was distributed. NADO would like to see more consistency as far as what the regional planning commissions work on.

This will be gone over more in depth at our September meeting.

Adjourn

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

The meeting adjourned at 1:30 PM.

Respectfully submitted,
Angela Esslinger