

**Southern Windsor County  
Regional Planning Commission**

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Minutes of Monday, October 16, 2017  
Martin Memorial Hall, Ascutney, VT

**Commissioners Present:** Tom Bock, Chester; Peter Daniels, Weathersfield; Wayne Wheelock, Baltimore; Kathy Rondeau, Reading; Joe Fromberger, Andover; Joe Wilson, Springfield; Tom Marsh, Windsor; Tom Kenyon, West Windsor.

**Others Present:** Bob Haight, Ralph Meima, Don McCormick, Joel Stettenheim.

**Staff Present:** Tom Kennedy, Jason Rasmussen, Cynthia Porter, Chris Titus, Katharine Otto.

Tom Bock opened the meeting at 12:00 PM.

1. Changes to the Agenda
  - a. Agenda item number 6 was moved to the beginning of the agenda.
2. Discussion of Preferred Sites for Net-Metering Projects in Windsor
  - a. Tom Kennedy and Jason Rasmussen indicated that there are five proposed solar projects in Windsor. The developers are asking for a preferred site letter for each project. Windsor's Town Plan does not presently identify any preferred sites for renewable energy projects. The State net-metering rules provide another option, a specific location can be identified in a joint letter from the Selectboard, Planning Commission and Regional Planning Commission.
  - b. Don McCormick (Norwich Technologies) and Ralph Meima (Green Lantern Development) discussed the benefits for them of designation as a preferred site under the State net-metering rules (i.e. Public Utility Commission Rule 5.100). They also discussed the process for both the preferred site determination as well as the Section 248 process for a Certificate of Public Good.
  - c. Since the SWCRPC received the letters only just recently, we would like more time to review the details and make site visits before making a final decision. A meeting of the Permit Review Committee will be scheduled within the next two weeks.
  - d. *Joe Fromberger made a motion to authorize the Chair or Vice Chair to sign the preferred site letters for these proposed projects after a favorable review by the Permit Review Committee. Second by Joe Wilson. Motion passed.*
3. Secretary's Report
  - a. *Peter Daniels made a motion to approve the September 18, 2017 Secretary's Report. Second by Joe Wilson. Tom Marsh abstained. Motion passed.*
4. Treasurer's Report
  - a. *Peter Daniels made a motion to accept the September 2017 Treasurer's Report. Second by Joe Fromberger. Motion passed.*

5. Discussion of Draft Accounting Procedures and Conflict of Interest Policy
  - a. Tom Kennedy discussed the draft Accounting Procedures and Conflict of Interest Policy. These items will be on the next meeting agenda for consideration and approval. A number of suggestions were made for the Accounting Procedures.
6. Discussion of draft Municipal Roads General Permit Standards
  - a. Katharine Otto gave a presentation on the draft Municipal Roads General Permit and implications for towns. A public meeting about these proposed standards was held directly following the October 16<sup>th</sup> RPC meeting.
  - b. Draft comments from the SWCRPC on the draft Municipal Roads General Permit were passed out at this meeting. Any questions, suggestions or comments on the draft letter are appreciated by October 20<sup>th</sup>.
7. Old Business
  - a. Tom Kennedy indicated that costs for technology support services are quite high this year and last. We are planning to go out to bid for technology support services in the near future.
  - b. Tom Kennedy reported that health insurance rates are estimated to be going up 9.2% on average for next year.
8. Adjourn
  - a. *Tom Kenyon made a motion to adjourn. Second by Peter Daniels. Motion passed. The meeting was adjourned at 1:35 PM.*

Respectfully submitted,

Jason Rasmussen