

**Southern Windsor County
Regional Planning Commission**

Minutes of Monday, October 22, 2018
Martin Memorial Hall, Ascutney, VT

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

Staff Present: Tom Kennedy, Jason Rasmussen, Cynthia Porter, Chris Titus

Public Hearing

Joe Wilson opened the public hearing at 12:00 PM. The purpose of the hearing is to get input on whether the SWCRPC should approve Andover's Town Plan and confirm their local planning process under 24 V.S.A. §4350. No members of the public were present. No written comments were received.

Peter Daniels made a motion to close the public hearing. Second by Kathy Rondeau. Motion passed.

Regular Meeting

Joe Wilson opened the regular meeting at 12:12 PM.

1. Changes to the Agenda
 - a. None.
2. Approval of 2018 Andover Town Plan and Confirmation of Andover's Planning Process
 - a. Jason Rasmussen reported that the Town Plan Review Committee meet last week to review Andover's Town Plan and planning process. As a very small rural town, not all plan requirements are applicable. As such, the Committee felt that the Town Plan was appropriate for the Town of Andover. The plan did not include specifics about the local planning process, but staff was able to inform the Committee about the planning process that was undertaken during this plan update process. Peter Daniels clarified that the Committee evaluated the approval and confirmation criteria only [24 V.S.A. §4350]. The Committee recommends approval and confirmation. This review does not include a determination of energy compliance under 24 V.S.A. §4352, due to timing.
 - b. *Peter Daniels made a motion to approve the 2018 Andover Town Plan and confirm Andover's planning process in accordance with 24 V.S.A. §4350. Second by Tom Bock. Motion passed.*
3. Secretary's Report
 - a. *Peter Daniels made a motion to approve the minutes of the September 17, 2018 meeting. Second by Joe Fromberger. Motion passed.*
4. Treasurer's Report
 - a. *Tom Kenyon made a motion to accept the September 2018 Treasurer's Report. Second by Peter Daniels. Motion passed.*
5. Regional Energy Plan

- a. Jason Rasmussen reported that the Department of Public Service issued a Certificate of Energy Compliance for our Regional Plan on September 14, 2018. As such, our plan should get substantial deference for future projects that require Section 248 review. This also means that SWCRPC can now issue Certificates of Energy Compliance for municipal plans that have an enhanced energy components.
- b. Staff have reviewed the process that other RPCs are using to determine municipal plan energy compliance. The initial idea is for the Town Plan Review Committee to make a recommendation to the Board. Submittal requirements from towns to the SWCRPC would include:
 - 1) A letter from a town manager or Selectboard chair requesting that the SWCRPC review the municipal plan for energy compliance.
 - 2) A copy of the plan and all maps and appendices.
 - 3) A fully completed checklist: *Energy Planning Standards for Municipal Plans*.
 - 4) Copy of the minutes of the meeting at which the plan was adopted.
- c. The Town Plan Review Committee will meet in the near future to discuss this proposed review process.

6. Updates

- a. Tom Kennedy gave an update about purchasing the office building. Cost estimates for making improvements are not all in yet. It would cost about \$1,000 for a property appraisal. A meeting of the Executive Committee may be needed to discuss how to proceed. If the SWCRPC decides to make an offer, it might be based on the assessed value minus the costs to make the needed improvements and upgrades.
- b. Tom Kennedy indicated that projects in the region were awarded over \$900,000 in tax credits this year, including:
 - 1) Former Brownsville General Store, West Windsor: \$51,444
 - 2) Outer Limits Brewing, Cavendish \$147,325
 - 3) Woolson Block, Springfield \$365,000
 - 4) Park Street School, Springfield \$355,000
- c. Tom Kennedy indicated that staff are nearing completion of draft updates to the Personnel Policies. He would like to schedule a Personnel Committee meeting in the future to review the draft updated policies.
- d. Jason Rasmussen gave a brief update on pending solar projects:
 - 1) Staff signed a preferred site letter for the 500 kW solar project at the Goodyear site.
 - 2) We received a 45-Day Notice for a 500 kW solar project located at Simon Pearce in Windsor (i.e. Park Road Solar). The ANR initially determined that

the project was in the river corridor. Borings paid for by the applicant provided adequate proof that river corridors are not an issue at this site.

- 3) A full application for a Certificate of Public Good was received recently for the Weathersfield Solar Project. The previous project was much bigger and involved battery storage, but had issues with vernal pools. The current project has been scaled back to avoid the vernal pool issues. It is now a 500 kW solar project to be located to the west of the salvage yard off US Route 5.

7. Old Business

- a. None.

8. Adjourn

- a. *Joe Fromberger made a motion to adjourn. Second by Kathy Rondeau. Motion passed.*
The meeting was adjourned at 1:25 PM.

Respectfully submitted,

Jason Rasmussen