

Draft
**Southern Windsor County
Regional Planning Commission**

Minutes of Monday, September 16, 2019
Martin Memorial Hall, Ascutney, VT

Commissioners Present: Joe Wilson, Springfield; Tom Bock, Chester; Wayne Wheelock, Baltimore; Joe Fromberger, Andover; Tom Kenyon, West Windsor; Peter Daniels, Weathersfield; Etienne Ting, Cavendish; Terry Carter, Ludlow.

Staff Present: Jason Rasmussen, Chris Titus, Cynthia Porter, Cindy Ingersoll, Chris Yurek.

Joe Wilson opened the regular meeting of the SWCRPC at 12:02 PM.

1. Changes to the Agenda
 - a. Updates on the Ascutney Professional Building will be discussed under Old Business.
2. Secretary's Report
 - a. *Tom Keyon made a motion to approve the minutes of the September 16, 2019 SWCRPC meeting. Second by Kathy Rondeau. Motion passed.*
3. Treasurer's Report
 - a. *Peter Daniels made a motion to accept the September 2019 Treasurer's Report. Second by Tom Bock. Motion passed.*
 - b. Cynthia Porter provided an update on the FY19 financial audit. It is a clean audit with no recommendations. They indicated that there will not be a management letter as a result. We will receive a revised audit report later this week. Hard copies will be provided to Commissioners, and the Board will be asked to accept the report next month. Terry asked for a digital copy.
4. Brownfields
 - a. Cindy Ingersoll reported that we received a grant request from the Windsor Investment Corporation (WIC) for an additional \$44,755 for the recently completed Goodyear cleanup project. The tonnage was initially estimated to be 1,700 tons and it was actually 2,000 tons; costing nearly an additional \$25,000. Other debris was discovered at the north end of the project site, and it needed to be cleaned up for an additional \$20,000. A lot of questions were raised about the request being for a grant vs. loan, as well as match requirements.
 - b. *Peter Daniels made a motion to approve amending WIC's grant agreement amount from \$100,000 to \$144,755 to pay for additional costs associated with the brownfield cleanup at the Goodyear site in Windsor. Second by Terry Carter. Motion passed with one nay vote.*
5. Overview of Water Quality Programs
 - a. Chris Yurek provided a handout and discussed ongoing water quality programs. He answered questions about funding opportunities and deadlines. He also

talked about soon rolling out the Design and Implementation Block Grant program that the RPC is administering for the state, which is a really good opportunity for towns to pay for water quality projects.

6. Discussion of Changing the Name of the RPC

- a. At the last meeting, Tom Kennedy suggested changing our name to Mount Ascutney Regional Commission (MARC). Jason Rasmussen indicated that this name change was written into the draft Bylaws amendment only to further this conversation. MARC is generally supported, but some Commissioners are interested in exploring other options, such as the Tri-Mountain Regional Commission. Jason asked if we should do any outreach to get feedback on changing the name. Staff will send an email to Commissioners to get additional feedback about changing the organization's name, indicating that Mount Ascutney Regional Commission (MARC) is generally supported, and to see if there are other options that should be considered.

7. Updates

- a. Jason Rasmussen indicated that Ludlow recently adopted a newly updated Municipal Plan. We have been asked to schedule a public hearing to approve the plan, confirm the planning process, and issue an energy certificate. The update reorganized and rewrote much of the plan. The previous enhanced energy plan element has only minor changes. It appears that a quorum is available for November 18, so we will schedule a public hearing for that day. We will also schedule a Town Plan Review Committee in the near future.
- b. Jason Rasmussen reported that June 27th is the 100th anniversary celebration of the Hartness State Airport.
- c. Jason Rasmussen reported on the Working Communities grant program for Vermont available through the Federal Reserve Bank of Boston. It will pay for a planning grant of about \$15,000 in 6 communities and a subsequent implementation grant of \$100,000 in 3 communities. A group, including the River Valley Workforce Investment Board, is looking to apply for workforce training in the Springfield area. Mount Ascutney Hospital has asked the RPC to submit a letter of intent on its behalf for their Housing Working Group project in their 12-town jurisdiction.
- d. Joe Wilson mentioned the Valley News article from October 20th about conflict over the proposed Regional Plan for TRORC with a few towns: <https://www.vnews.com/New-regional-plan-aggravates-some-Vermont-towns-29377545>.
- e. Joe Wilson mentioned the VT Fish and Wildlife Department's webinar about forest fragmentation on October 22nd.

8. Old Business

- a. Jason Rasmussen reported on the Ascutney Professional Building. The Building Committee met earlier in the day to discuss ongoing maintenance and to consider making air sealing and insulation improvements to the attic. A building energy assessment was conducted and found that air sealing and insulation in

the attic was the single best thing to focus on to improve energy efficiency/ building performance. We received one quote from VFI, and are in the process of getting a couple more quotes. VFI proposed to make these improvements for a total of \$21,597, or roughly \$11,000 for the front portion of the building if we complete it in phases. We are eligible for up to a \$5,000 rebate from Efficiency Vermont. Will Reed estimated that we could save between 25-30% on our heating costs after this work. The Board prefers completing the entire attic at one time, using funds from the undesignated fund balance, not the Building Fund. The Board would like to get the other quotes before making a decision. It would also be helpful to develop a capital improvements plan to guide future decision making for building improvements.

9. Adjourn

Wayne Wheelock made a motion to adjourn at 2:10 p.m. Second by Etienne Ting. Motion passed.

Respectfully submitted,

Jason Rasmussen