

Draft
Southern Windsor County
Regional Planning Commission

Minutes of Monday, December 10, 2019
 Martin Memorial Hall, Ascutney, VT

Commissioners Present: Joe Wilson, Springfield; Tom Bock, Chester; Wayne Wheelock, Baltimore; Joe Fromberger, Andover; Tom Kenyon, West Windsor; Etienne Ting, Cavendish; Rose Goings, Ludlow; Walter Martone, Springfield; Tom Marsh, Windsor.

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

Public Hearing

Joe Wilson opened the public hearing at 12:05 pm to get input on the Town and Village of Ludlow's requests for approval of their Municipal Plan and confirmation of their planning process in accordance with 24 V.S.A. §4350, as well as a certification from the SWCRPC that its plan complies with energy planning requirements set forth in 24 V.S.A. §4352. No members of the public were in attendance; no comments were received. The public hearing was closed at 12:08 pm.

SWCRPC Meeting

Joe Wilson opened the regular meeting of the SWCRPC at 12:30 PM.

1. Changes to the Agenda
 - a. None.
2. Secretary's Report
 - a. *Tom Bock made a motion to approve the minutes of the October 21, 2019 SWCRPC meeting. Second by Tom Kenyon. Motion passed.*
3. Consider approval of the Town and Village of Ludlow's Municipal Plan and confirmation of their planning process in accordance with 24 V.S.A. §4350
 - a. Joe Wilson reported that the Town Plan Review Committee meet before the public hearing. They found the Ludlow Plan met the statutory requirements of approval and confirmation under §4350.
 - b. *Joe Fromberger made a motion to approve the Town and Village of Ludlow's Municipal Plan and confirm their planning process in accordance with 24 V.S.A. §4350. Second by Tom Bock. Motion passed unanimously.*
4. Consider issuing a determination of energy compliance under 24 V.S.A. §4352 for the Municipal Plan of the Town and Village of Ludlow
 - a. Joe Wilson reported that the Town Plan Review Committee meet before the public hearing. They found the Ludlow Plan met the statutory requirements for energy compliance under §4352.
 - b. *Tom Bock made a motion to issue an affirmative determination of energy compliance under 24 V.S.A. §4352 for the Municipal Plan of the Town and Village of Ludlow. Second by Tom Kenyon. Motion passed unanimously.*
5. Treasurer's Report

- a. *Tom Marsh made a motion to accept the October 2019 Treasurer's Report. Second by Tom Kenyon. Motion passed.*
 - b. Cynthia Porter has developed consolidated financial forms. She will send them around to see if they are helpful.
 - c. Cynthia Porter reported that a management letter was included in the audit report. It was a clean audit; there were no negative findings.
 - d. *Tom Kenyon made a motion to accept the FY 2019 Audit Report. Second by Etienne Ting. Motion passed.*
6. Updates
- a. Brownfields: Tom Kennedy reported that he will soon schedule a Brownfield Steering Committee meeting to discuss two projects. Windsor Investment Corporation is looking for an additional \$15,000-20,000 to complete unanticipated cleanup activity associated with necessary drainage work. Matt Dunne is requesting up to \$65,000 for clean up at the old bowling building (16-20 Park Street) in Springfield; a proposed loan with 4% interest. Tom Kennedy also reported that the SWCRPC submitted an application to the U.S. EPA for \$250,000 in additional assessment funds.
 - b. Jason Rasmussen reported that survey results indicate general support for renaming the organization; one respondent thought we should keep it the same. There was also support for the name of Mount Ascutney Regional Commission, but one respondent was not in support of that name. Some support was also expressed for the name Southern Windsor Regional Commission. Tom Kennedy indicated that the Bylaws Committee would consider including a name change when working on Bylaw amendments.
 - c. Tom Kennedy gave an update on the Ascutney Professional Building. According to a local heating contractor, the heating system does not need to be replaced. Staff collected quotes on insulation, which raised questions about cost and other possible needed repairs. A meeting of the Building Committee will be scheduled soon to discuss the details.
7. Old Business
- a. None
8. Adjourn
- Wayne Wheelock made a motion to adjourn at 1:05 p.m. Second by Tom Kenyon. Motion passed.*

Respectfully submitted,
Jason Rasmussen