

Draft  
**Southern Windsor County  
Regional Planning Commission**

---

Minutes of Monday, January 27, 2020  
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; Terri Carter, Ludlow; Walter Martone, Springfield; Tom Marsh, Windsor; Kathy Callan Rondeau, Reading.

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

**Others Present:** Char Osterlund, Springfield.

### **Public Hearing**

Joe Wilson opened the public hearing at 12:05 pm to receive comment on certification from the SWCRPC that Springfield's Town Plan complies with the 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 12:10 pm.

The second hearing was on the Town of Windsor'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 meeting the energy planning requirements as set forth in 24 V.S.A. §4352. No members of the public were in attendance; Peter Daniels said that the Table of Contents did not list the Resiliency section of the Plan. The public hearing was closed at 12:15 pm.

### **SWCRPC Meeting**

Joe Wilson opened the regular meeting of the SWCRPC at 12:18 PM.

1. Changes to the Agenda
  - a. Introduction of Weathersfield's new Town Manager.
2. Consider issuing the determination of energy compliance under 24 V.S.A. §4352 for the Municipal Plan of the Town of Springfield
  - a. Peter Daniels reported that the Town Plan Review Committee met before the public hearing. They found the Springfield's Plan met the statutory requirements for energy compliance under §4352.
  - b. *Peter Daniels made a motion to issue an affirmative determination of energy compliance under 24 V.S.A. §4352 for the Municipal Plan of the Town of Springfield. Seconded by Tom Kenyon. Motion passed unanimously.*
3. Consider approval of the Town of Windsor's Municipal Plan and confirmation of their planning process in accordance with 24 V.S.A. §4350

- a. Peter Daniels reported that the Town Plan Review Committee met before the public hearing and the committee determined that Windsor's Plan met the statutory requirements of approval and confirmation under §4350.
  - b. *Peter Daniels 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 Kathy Callan Rondeau. The motion passed unanimously.*
5. Consider issuing a determination of energy compliance under 24 V.S.A. §4352 for the Municipal Plan of the Town of Windsor
- c. Peter Daniels reported that the Town Plan Review Committee met before the public hearing. They found the Windsor's Plan met the statutory requirements for energy compliance under §4352.
  - d. *Peter Daniels made a motion to issue an affirmative determination of energy compliance under 24 V.S.A. §4352 for the Municipal Plan of the Town of Windsor. Second by Kathy Callan Rondeau. Motion passed unanimously.*
4. Secretary's Report
- a. *Tom Bock made a motion to approve the minutes of the December 10, 2019 SWCRPC meeting. Second by Tom Kenyon. Walter Martone said under section 6a, its list the bowling alley which is incorrect. The bowling alley is not located at 16-20 Park St. Motion passed with the correction. Peter Daniels, Terry Carter and Kathy Callan Rondeau abstained.*
5. Treasurer's Report
- a. *Tom Marsh made a motion to accept the December 2019 Treasurer's Report. Second by Peter Daniels. Motion passed.*
  - b. Cynthia Porter asked the committee if they like the consolidated financial forms. They said they liked the forms.
6. Updates
- a. *Brownfields, 16-20 Park St: Peter Daniels made a motion to lend Precision Valley LLC up to \$50,000.00 @ 4% for 5 years with the first 4 years being interest only payments with balloon payment in the 5<sup>th</sup> year. The motion was seconded Tom Kenyon. Motion carried.*
  - b. *Brownfields Park St. School: The Park St. School is now owned by SRDC. A Phase 1 was done and during the survey a number of drums were found on the site that contained a variety of hazardous materials. A Phase 11 was performed, and the hazardous materials were identified.*
  - c. *Kathy Callan Rondeau made a motion to subgrant up to \$25,000.00 to SRDC for the removal and disposal of the drums. The motion was seconded by Tom Marsh. Motion carried*
  - d. *Phase 1 Funding: Kathy Callan Rondeau made a motion to provide funding for Phase 1s at the following sites: Black River High School in Ludlow, and 11 River St. and Maple St. In Windsor. The cost for each Phase 1 should not exceed \$3,000.00.*

- e. Clean Water Service Provider: Tom Kennedy discuss with the board the possibility of the Regional Planning Commission becoming a Clean Water Service Provider for Basin 10. A Clean Water Service Provider would function like our Transportation Advisory Committee. The main function of the Clean Water Service Provider would be to work with an advisory committee to identify, prioritize, and implement water projects in Basin 10. The Department of Environment Conservation (DEC) is in the process up developing rules to guide clean water service providers. A draft of the responsibilities of the Clean Water Service Providers should be completed by the end of February. In February or March, the DEC will be issuing a RFP for interested organizations to apply to become a service provider. Tom Kennedy said he would provide more details at the next Board meeting.

Old Business

- a. None

7. Adjourn

*Wayne Wheelock made a motion to adjourn at 1:35 p.m. Second by Tom Kenyon. Motion passed.*

Respectfully submitted,

Tom Kennedy