

Draft  
**Southern Windsor County  
Regional Planning Commission**

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

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

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

**Public Hearing**

At 12:05 PM, Joe Wilson opened the public hearing regarding a Determination of Energy Compliance under 24 V.S.A. §4352 for Andover. No members of the public were present. No written comments were received. The public hearing was closed at 12:10 PM.

**SWCRPC Meeting**

Joe Wilson opened the regular meeting of the SWCRPC at 12:10 PM.

1. Changes to the Agenda
  - a. A Resolution for purchasing heating fuel was added to agenda item 5.
2. Determination of Energy Compliance under 24 V.S.A. §4352 for Andover
  - a. Peter Daniels and Jason Rasmussen reported for the Town Plan Review Committee, which met before the public hearing to review the Andover Town Plan for energy compliance. Andover adopted a separate Enhanced Energy Plan on June 11, 2018. Andover then adopted a Town Plan, which adopted by reference the Enhanced Energy Plan, on September 10, 2018. At that time, the process for determination for energy compliance was brand new. In June 2019, the Selectboard submitted Andover's Town Plan and accompanying documentation for a certificate of energy compliance. The Town Plan Review Committee found that Andover's plan meets all applicable requirements of the energy planning standards checklist. Their plan recognizes the limitations of addressing some of the land use and transportation goals in such a rural town. The Andover Plan's stance on wind power was discussed by the Committee, but found that it is compatible with the regional plan. The Committee recommends issuing an affirmative determination of energy compliance.
  - b. *Peter Daniels made a motion to determine that Andover's Town Plan meets the enhanced energy planning standards under 24 V.S.A. §4352, and to authorize the Chair to sign a Determination of Energy Planning Compliance and Certificate of Energy Compliance. Second by Wayne Wheelock. Motion passed.*

3. Secretary's Report

- a. *Tom Keyon made a motion to approve the minutes of the July 15, 2019 SWCRPC meeting. Second by Kathy Rondeau. Motion passed.*

4. Treasurer's Report

- a. Cynthia Porter reviewed the June Treasurer's Report, slightly revised after the audit. She also reviewed the August Treasurer's Report and the report for the Ascutney Professional Building.
- b. *Peter Daniels made a motion to accept the June 2019 Treasurer's Report, August 2019 Treasurer's Report, and August 2019 report for the Ascutney Professional Building. Second by Tom Kenyon. Motion passed.*
- c. Tom Kennedy reported that we had four audits conducted this summer, and that all four were clean. Tom and the Board thanked Cynthia and the administrative staff for their excellent work.

5. Ascutney Professional Building

- a. Tom Kennedy reported that Efficiency Vermont are coming on Wednesday to perform an energy audit of the building. Some of the siding on the old Post Office building is rotting and needs to be replaced. We have posted an ad for the rental unit, but have not found a tenant yet. Tom Kennedy also indicated that we do not presently have a formal building fund in place with money for annual operating expenses.
- b. *Joe Fromberger made a motion to establish an Ascutney Professional Building Fund, and to transfer \$10,000 from the Operating Fund to the new Building Fund to account for operating expenses through the end of this fiscal year. Second by Peter Daniels. Motion passed.*
- c. Tom Kennedy reported that staff obtained a few quotes for heating fuel oil last week. The Dead River Company was the lowest bid at \$2.20/gallon. Given the turmoil in the Middle East over the weekend, Dead River indicated that the price is on hold and subject to change.
- d. *Peter Daniels made a motion to pass a Resolution to establish a commercial account with the Dead River Company for heating fuel for the Ascutney Professional Building. Second by Kathy Rondeau. Motion passed.*

6. Updates

- a. Jason Rasmussen reported that the SWCRPC is administering a \$1.5 million statewide program for DEC. This program will fund design and construction of water quality projects throughout the state.
- b. Jason Rasmussen reported that we have a new contract for just under \$30,000 through December 2020 to assist Efficiency Vermont to implement energy plans in the region. This involves support for local energy committees/coordinators, local outreach events and other efforts to help implement energy plans. There is no funding for capital projects.

- c. Jason Rasmussen indicated that staff has been working with the health professionals in the area as part of our economic development activities, as well as with our housing project. There is a good potential that we will have additional funding opportunities to expand healthy communities efforts in the near future.
  - d. Jason Rasmussen noted that our housing project with TRORC and UVLSRPC is now being called Keys to the Valley. Kathy Rondeau and Tom Marsh are serving on the project steering committee. Some fund raising efforts are still ongoing, but the project has now begun. You will hear a lot more about this project in the coming months.
7. Old Business
- a. None.
8. Establish Bylaw Committee to Amend Bylaws
- a. Tom Kennedy indicated modest updates are needed to the Bylaws, and a committee, such as the one that helped with the Personnel Policies, would be very helpful. Kathy Rondeau, Walter Martone and Peter Daniels agreed to serve on a Bylaws Committee.
  - b. Tom Kennedy also suggested that we consider changing the organization's name, perhaps to Mount Ascutney Regional Commission ("MARC").

9. Adjourn

*Tom Bock made a motion to adjourn at 1:30 p.m. Second by Wayne Wheelock. Motion passed.*

Respectfully submitted,

Jason Rasmussen