

**Southern Windsor County
Regional Planning Commission**

Minutes of Monday, March 23, 2020
SWCRPC Offices, Ascutney, VT
and via Conference Call

Commissioners Present: Tom Bock, Chester; Kathy Rondeau, Reading; Joe Fromberger, Andover; Peter Daniels, Weathersfield; Tom Kenyon, West Windsor; Etienne Ting, Cavendish; Terri Carter, Ludlow; Walter Martone, Springfield; Tom Marsh, Windsor.

Staff Present: Tom Kennedy, Jason Rasmussen, Otis Munroe.

Public Hearing

Tom Bock opened the public hearing at 12:04 pm to get input on the Town of Reading's requests for approval of their Municipal Plan and confirmation of their planning process in accordance with 24 V.S.A. §4350. No members of the public were in attendance; no comments were received. The public hearing was closed at 12:06 pm.

SWCRPC Meeting

Tom Bock opened the regular meeting of the SWCRPC at 12:07 PM.

1. Changes to the Agenda
 - a. None.
2. Consider approval of the Town of Reading's Town 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 earlier in the same day to review the Reading Town Plan. The Committee found that the plan was well-written and recommends approval and confirmation. Kathy Rondeau indicated that the Reading Planning Commission continues to work on more comprehensive updates. Jason Rasmussen added that the Plan was expiring in January, so the Town readopted recently with a few changes to meet newer statutory requirements, allowing more time to complete more comprehensive updates over the next 18 months.
 - b. *Peter Daniels made a motion to approve Reading's Town Plan and confirm their local planning process under 24 V.S.A. §4350. Second by Terri Carter. A roll call vote was held and all Commissioners voted aye. Motion passed.*
3. Consider Preferred Site Letter for Zampini Property off VT 106 in Cavendish
 - a. Jason Rasmussen, referring to the agenda packet handouts, provided background detail on the proposed solar project and request for a preferred site letter. The Cavendish Selectboard and Planning Commission both have signed the letter included in the agenda packet. Etienne Ting reported for the

Cavendish Planning Commission. Martha Staskus from Norwich Technologies, the developer, provided a brief overview of the project.

- b. Peter Daniels made a motion to sign the preferred site letter as presented for the 500kW ground-mounted net-metered solar project on the Zampini property off VT 103 in Cavendish. Second by Terri Carter. A roll call vote was held and 8 Commissioners voted aye and 1 no. Motion passed.*
4. Remote Working and Other Precautionary Measures for COVID-19
 - a. Tom Kennedy reported that most staff are working now from home and the other safety precautions that were made to ensure that staff, Commissioners and the general public in light of the ongoing COVID-19 pandemic. Tom reviewed the office COVID-19 guidelines with the Commissioners. All agreed the guidelines were prudent given this extraordinary situation.
5. Secretary's Report
 - a. *Peter Daniels made a motion to approve the minutes of the February 24, 2020 SWCRPC meeting. Second by Walter Martone. A roll call vote was held and 8 Commissioners voted aye and 1 abstained. Motion passed.*
6. Treasurer's Report
 - a. *Tom Marsh made a motion to accept the February 2020 Treasurer's Report. Second by Walter Martone. A roll call vote was held and all Commissioners voted aye. Motion passed.*
7. Executive Committee Vacancy
 - a. Joe Fromberger indicated that with Joe Wilson moving away, Tom Bock will move from Vice Chair to now serve as Chair. Tom Kennedy indicated that he asked around, and Tom Marsh was willing to serve as interim Vice Chair between now and the end of June. No one else expressed interest.
 - b. Peter Daniels made a motion nominating Tom Marsh to serve as Vice Chair through the end of this fiscal year. Second by Walter Martone. A roll call vote was held and 8 Commissioners voted aye and 1 abstained. Motion passed.*
8. Review Draft RPC Bylaw Amendments
 - a. Tom Kennedy reviewed the proposed RPC Bylaw changes to ensure that they reflected what was discussed at the previous RPC meeting. Joe Fromberger asked for more time to review the new Executive Committee language under Section 7. There was a consensus that all other changes are ready to be delivered to members of the Commission in order to vote on the changes at the June meeting.
9. Consider approval of Transportation Project Priorities
 - a. Jason Rasmussen reviewed the proposed transportation project priorities, including project funded in VTrans' Capital Program as well as Town Highway Bridge Pre-Candidate projects. Towns were consulted with and the TAC met last month to review these projects. The TAC recommends approval of these project priorities.

- b. *Joe Fromberger made a motion to approve the FY22 Regional Transportation Project Priorities and Town Highway Bridge Program Pre-Candidate projects. Second by Peter Daniels. A roll call vote was held and all Commissioners voted aye. Motion passed.*

10. Old Business

- a. None

11. New Business

- a. None

12. Adjourn

Tom Kenyon made a motion to adjourn at 1:00 p.m. Second by Peter Daniels. Motion passed.

Respectfully submitted,
Jason Rasmussen