

**Southern Windsor County
Regional Planning Commission**

Minutes of Monday, October 19, 2020
SWCRPC Offices, Ascutney, VT
and via Zoom

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

Staff Present: Tom Kennedy, Jason Rasmussen.

Others Present: Martha Staskus, Norwich Technologies.

Tom Bock opened the regular meeting of the SWCRPC at 12:00 PM.

1. Changes to the Agenda
 - a. Agenda item 6(b) was moved up on the agenda since the solar developer is attending the meeting.
2. Secretary's Report
 - a. *Joe Fromberger made a motion to approve the minutes of the September 21, 2020 SWCRPC meeting. Second by Terry Carter. Motion passed unanimously.*
3. Preferred Site Letters for two Solar Projects on Spencer Hollow Road, Springfield
 - a. Martha Staskus, Norwich Technologies, presented these two separate 500 kW solar projects located adjacent to each other on Spencer Hollow Road. The projects are to the north of the correctional facility in Springfield. Each project involves clearing about 4-5 acres and the solar arrays will take up about 2.5 acres on each site. A vernal pool and wetland was avoided for one project. Martha indicated no other constraints are found on the project sites. Walter Martone reported that he attended a site visit, and neither project will be visible from the road. Walter also indicated that the Town Planning Commission and Selectboard have both signed preferred site letters for these two projects.
 - b. *Peter Daniels made a motion to approve issuing preferred site letters for the 500 kW solar projects at 664 Spencer Hollow Road and 500 kW solar project at 694 Spencer Hollow Road in Springfield, and to authorize the chair to sign both letters. Second by Walter Martone. Motion passed unanimously.*
4. Treasurer's Report
 - a. *Peter Daniels made a motion to accept the September 2020 financial report. Second by Walter Martone. Joe Fromberger abstained. Motion passed unanimously.*
 - b. Tom Kennedy indicated that the FY21 budget was approved at the previous meeting. This version was provided for your records as it corrected the mistakes as discussed in September.
5. FY21 Budget for Ascutney Professional Building

- a. Tom Kennedy presented the proposed budget and answered questions. Income for the old Post Office building was reduced since RSVP moved out at the end of September. The solid waste auditor is renting office space, the income for which is included. Engineering costs were included in the budget for a building assessment/maintenance plan as well as for help with septic issues/permitting.
 - b. *Kathy Rondeau made a motion to approve the FY21 Ascutney Professional Building Budget of \$46,836 as presented. Second by Tom Kenyon. Motion passed unanimously.*
6. Draft Title VI Plan
- a. Jason Rasmussen presented additional changes to the proposed Title VI Plan updates. Because the RPC is a recipient of federal funds, we are required to follow the nondiscrimination rules under Title VI of the Civil Rights Act. We are also expected to maintain an up-to-date Title VI Plan. Additional changes were made to expand the nondiscrimination policy to include other state and federal laws. Thanks to Jenn Gehly and Sue Hackney, VTrans Civil Rights and Labor Compliance.
 - b. *Peter Daniels made a motion to adopt the Title VI Plan as presented today. Second by Walter Martone. Motion passed unanimously.*
7. Casella 500 kW Solar Project, Route 5, Windsor
- a. Jason Rasmussen presented the proposed project located on the former gravel pit, located next to the golf course in Windsor. By virtue of the location on a gravel pit, it is already considered a preferred site. Therefore, the applicant is not asking for a preferred site letter. We received a 45-day notice. A site visit is scheduled for October 26th at noon. This gives the RPC an opportunity to comment. However, we often wait to do so when more information is available in the full petition. Tom Marsh reported that the town is supportive and the applicant is talking with Bob Haight about a conceptual bike path that is envisioned to run through this property. The RPC has no comments at this time.
8. Updates
- a. Tom Kennedy reported that we have advertised for a new planner. Resumes are due at the end of this month. Jason reported that we have received eight resumes so far, a few of them are good. We hope the new planner could start in January. Tom indicated he would like to get the Personnel Committee together in November to review the top 3-4 resumes.
9. Old Business
- a. None.
10. Adjourn
- Peter Daniels made a motion to adjourn at 1:00 p.m. Second by Terry Carter. Motion passed.*

Respectfully submitted,
Jason Rasmussen