

Addison County Regional Planning Commission

14 Seminary Street Middlebury, VT 05753 • www.acrpc.org • Phone: 802.388.3141

March 31, 2022
Sharon Lucia, Town Clerk
Town of Bristol
PO Box 249
Bristol, VT 05443

Dear Sharon

Every year the Addison County Regional Planning Commission (ACRPC) asks municipalities to appoint representatives to the Transportation Advisory Committee (TAC), an ad-hoc subcommittee of the Regional Planning Commission, for a one-year term running from July 1 to the following June 30. Each municipality has one delegate and one alternate to the TAC.

The TAC was formed to provide local input and involvement in the transportation planning process. The TAC is responsible for updating the Regional Transportation Plan, recommending plans and projects to the Vermont Agency of Transportation (VTrans), and commenting on federal, state, regional and local transportation policy. The TAC needs representation from each municipality in order to work effectively with VTrans and other constituent organizations. Each year the TAC solicits input on local and regional transportation or traffic-related issues and problems. A portion of our annual transportation budget funds planning studies to evaluate and resolve these issues. Work funded in 2021 included an assessment of the Lincoln Rd./VT116 intersection in Bristol and a plan for managing stormwater and salt storage in Orwell.

According to the ACRPC Bylaws, your TAC representatives can either be the same as your ACRPC representatives or the municipality can appoint another interested representative to serve on the TAC. Please speak with your ACRPC delegate(s) and your current delegate to the TAC, if you have one, to try to coordinate your town’s representation. If your current representatives do not wish to serve, please appoint another interested representative.

The TAC meets ten times a year – every month except July and December – on the third Wednesday of the month at 6:30p.m. Meetings are hybrid remote/virtual with an in-person location at the ACRPC office in Middlebury. The town of Bristol has been represented at 0 of the 7 TAC meetings held since July 1, 2021. Please use the electronic form we shared (<https://forms.gle/QAfyRR3xJio9Tuo9>) to appoint representatives by May 31, 2022 that will voice your municipality’s concerns regarding transportation issues in the region. Also please fill in the appropriate names, addresses, etc. If we do not receive confirmation of your appointments by May 31, your seats will be considered unfilled. Feel free to call me if you have any questions or concerns.

Thank you,

Mike Winslow, Transportation Planner

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| Addison | Bridport | Bristol | Cornwall | Ferrisburgh | Goshen | Leicester |
| Lincoln | Middlebury | Monkton | New Haven | Orwell | Panton | Ripton |
| Salisbury | Shoreham | Starksboro | Vergennes | Waltham | Weybridge | Whiting |



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ACRPC Full Commission

Appointment Form

July 1, 2022 to June 30, 2023

The Town of Bristol appoints the following delegates and alternates to represent the town on the Addison County Regional Planning Commission for a one-year term starting on July 1, 2022 and ending June 30, 2023.

	Name	Address	Home Phone	Work Phone	Email
Delegate:	Peter Grant	1614 Route 116 S. Bristol, VT 05443	(802) 453-2278		pwgrant123@gmail.com
Delegate:					
Alternate:	William Sayre	28 West St Bristol, VT 05443	(802) 453-4448		wrsayre@sover.net
Alternate:					

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Sharon Lucia, Town Clerk
Town of Bristol
PO Box 249
Bristol, VT 05443

Dear Sharon

Every year the Addison County Regional Planning Commission (ACRPC) asks municipalities to appoint representatives to the Regional Emergency Management Committee (REMC), an ad-hoc subcommittee of the Regional Planning Commission, for a one-year term running from July 1 to the following June 30.

Each municipality has two voting members on the REMC. These voting members include:

- The **local Emergency Management Director or designee** (like an Emergency Management Coordinator), and
- A **representative of the local emergency services community** to be appointed by your executive or legislative branch.

The local Emergency Management Director or Emergency Services representative **may designate the other as the voting member** in their city or town **to serve as their proxy**, but must notify the Regional Planning Commission in writing. This proxy designation allows that individual to represent two voting members for the purposes of achieving quorum.

Regional Emergency Management Committees (REMCs) were enacted last year by the Vermont Legislature to **coordinate and support regional all-hazards emergency planning and preparedness activities to improve the region's ability to prepare for, respond to, and recover from all disasters**. The Regional Planning Commissions provide administrative support to the REMCs. The REMCs replace the prior Local Emergency Planning Committees around the state, which have been merged into a single, statewide entity for hazardous materials reporting.

The REMC meets 4 times a year, currently at noon on the second Wednesday of the months of February, May, August, and November. Meetings are hybrid remote/virtual with an in-person location at the ACRPC office in Middlebury. Please use the electronic form we shared to appoint representatives by May 31, 2022 that will voice your municipality's concerns regarding transportation issues in the region. Also please fill in the appropriate names, email addresses, etc. If we do not receive confirmation of your appointments by May 31, your seats will be considered unfilled. Feel free to call me if you have any questions or concerns.

Thank you,

Andrew L'Roe, Emergency Management Planner

Addison	Bridport	Bristol	Cornwall	Ferrisburgh	Goshen	Leicester
Lincoln	Middlebury	Monkton	New Haven	Orwell	Panton	Ripton
Salisbury	Shoreham	Starksboro	Vergennes	Waltham	Weybridge	Whiting



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Regional Emergency Management Committee Appointment Form

December 15, 2022 to June 30, 2023

The Town of Bristol appoints the following Emergency Management Director (or designee) and Emergency Services Representative to represent the town on the Addison County Regional Emergency Management Committee for a one-year term starting on July 1, 2022 and ending June 30, 2023.

	Name	Phone	Email	Check if designated as a Proxy Voter*
Emergency Management Director/Designee:	Valerie Capels	802-453-2410 ext. 1	townadmin@bristolvt.org	<input type="checkbox"/>
Emergency Services Representative:	Peter Coffey	802-453-3558	pcoffey@gmavt.net	<input type="checkbox"/>

Chair, Town of Bristol Selectboard

* the EMD/designee representative can give the Emergency Services representative their voting proxy for REMC voting issues OR the Emergency Services representative can give the EMD/designee Representative on the REMC their voting proxy.

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Transportation Advisory Committee

Appointment Form

July 1, 2022 to June 30, 2023

The Town of Bristol appoints the following delegate and alternate to represent the town on the Transportation Advisory Committee for a one-year term starting on July 1, 2022 and ending June 30, 2023.

	Name	Address	Home Phone	Work Phone	Email
Delegate:	Peter Grant	1614 Route 116 South Bristol, VT 05443	(802) 453-2278		pwgrant123@gmail.com

Alternate:

Chair, Town of Bristol Selectboard

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