

EXECUTIVE COMMITTEE

King Farm
Woodstock, VT
March 17, 2014

MEETING MINUTES

Attendance: Bill Emmons, Chair; Jerry Fredrickson, Treasurer; Nancy Jones, Frank Roderick and Peter Gregory, Executive Director

1. **Call to Order:**

Chair Emmons convened the meeting at 5:35 p.m. A quorum was declared by the Chair.

2. **Public Comments:**

No members of the public were in attendance. No public comments.

3. **Approval of February 12, 2014 Minutes:**

On a motion made by Roderick, seconded by Fredrickson, the minutes were approved as submitted.

4. **Acceptance of the unaudited February, 2014 Financial Reports:**

Gregory and Committee members reviewed the particulars for February financial activity. We have now completed about 67% of the FY 14 budget year. Gregory was asked to review the Accounts Receivables Report. Treasurer Fredrickson noted that VTrans earnings have been slow. Gregory noted as the field work season picks up, billing will be increasing. Gregory also drew attention to the enclosed Certificates of Deposit Report. The Report listed investments by bank, term, dollar amounts and rate of return.

On made by Fredrickson, seconded by Roderick, the February Financial Reports were accepted.

5. **TRORC Bylaws:**

Gregory brought forward additional changes based on discussion last month. In addition, Gregory included the bylaws of two other regional planning commissions to compare.

The major change was regarding the Executive Committee's authority to act for the Regional Commission when time constraints limit the ability of the full Board from meeting and taking action. Addison County RPC had language Committee members liked. Gregory will add this, bring it back for one final review and then on to the full board for discussion in April. A vote could then occur at the TRORC Annual Meeting June 25th.

6. **Regional Plan Update:**

Gregory indicated that the full Board will get revised copies of each chapter based on suggestions made at their February Board meeting. The Board will be asked to authorize formal hearings when they meet next week. This schedule will lead to adoption on June 25, 2014.

7. **Strategic Plan Implementation:**

Gregory briefed Committee members about the proposed non-profit gathering that could occur late spring, or early summer. Our Strategic Plan suggested up to two region wide gathering of stakeholders. TRORC is working with the Upper Valley Land Trust on this effort. More on this will be forthcoming.

8. **Act 250 Updates:**

Gregory informed Executive Committee members about all Act 250 activity in the region. A Report will be given to the full TRORC Board on March 26th.

9. **TRORC Scholarship Program:**

Gregory and Committee members reviewed the draft that Committee member Haskell drafted. It was reviewed by Commissioner Masland as well. Executive Committee members appreciated the effort by Haskell. Gregory was asked to bring back a draft 2 at the next meeting and to add some additional detail on the fields of study.

10. **Next Board meeting and project updates:**

The next Board meeting will be March 26, 2014. Gregory will be in DC and not able to attend. The primary agenda items include final draft regional plan chapters, authorization to begin formal hearing process, review of TAC recommendations on transportation project priorities and sign placements on I-89 and review of two HUD Plan chapters. TRORC Office space was discussed as was the East Central Vermont Economic Development District. A grant application will be submitted later in March to support the new District and to revise the CEDS.

Meeting adjourned at 7:50 p.m. Meeting Minutes prepared by:
Peter G. Gregory, Executive Director, March 31, 2014.