

EXECUTIVE COMMITTEE

King Farm
Woodstock, VT
April 2, 2014

MEETING MINUTES

Attendance: Jerry Fredrickson, Treasurer; Paul Haskell, Secretary, David Brandau, Vice-Chair, Nancy Jones, Frank Roderick and Peter Gregory, Executive Director

1. **Call to Order:**

Vice Chair Brandau convened the meeting at 5:35 p.m. A quorum was declared by the Vice-Chair. It should be noted that the Executive Committee met at 5:00 to review finances with the Finance Manager, Dee Gish where Committee members asked questions and compared QuickBooks entries with what is presented in Financial Reports to the full Board. All appeared to be in order.

2. **Public Comments:**

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

3. **Approval of March 17, 2014 Minutes:**

On a motion made by Jones, seconded by Haskell, the Minutes were approved as submitted.

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

Gregory and Committee members reviewed the particulars for March financial activity. We have now completed 75% of the FY 14 budget year. Gregory was asked to review the Accounts Receivables Report. Treasurer Fredrickson asked that the \$.78 discrepancy be cleaned up for next month. Gregory also noted to Committee members that the Other Contract Income category indicated the \$19,000+ that TRORC earned in helping communities identify municipal infrastructure projects. This was unbudgeted income. Gregory also brought up the new issue of indirect costs not being eligible on Pre-Disaster Mitigation (PDM) and Hazard Mitigation Grant Program (HMGP) grants from Vermont Emergency Management. This issue is a new one to us and to VEM and came from FEMA in the last few weeks. This could have a huge impact on TRORC (\$112,000) and we are working with VEM and FEMA on a work around. I will keep the Committee fully informed.

On a motion made by Haskell, seconded by Jones, the March Financial Reports were accepted.

5. **TRORC Bylaws:**

Gregory brought forward a revised version for formal review. Additional changes were made to better reflect the role of the Executive Committee. On a motion made by Brandau, seconded by Roderick, the revised draft was recommended for the full Board for discussion in April.

6. **Regional Plan Update:**

Gregory gave Committee members detail on the two official public hearings set for Fairlee and Bethel respectively on April 28th and 30th. Gregory also went over the extensive list of other groups that were given copies of proposed changes directly for their review and comment. For information only.

7. **Strategic Plan Implementation:**

Nothing specific to Report at this time.

8. **Act 250 Updates:**

Gregory informed Executive Committee members about all Act 250 activity in the region including a status on Killington and Quechee Highlands. A Report will be given to the full TRORC Board on April 23, 2014.

9. **TRORC Scholarship Program:**

Gregory and Committee members reviewed a brand new draft that Gregory developed based on feedback from the last meeting. Some typos/language tweaks were made. In addition, two new fields of study were added, sociology and mathematics. With these changes, Gregory will clean it up and get it to each of the Region's High School guidance departments within a week and send out a Press Release and post it on our web site.

10. **East Central Vermont Economic Development District:**

Gregory gave Committee members a detailed update on the efforts to get this new organization up and running. An EDA Planning grant was submitted to the federal government on the last day of March for \$85,000 to underwrite the efforts of the District to update the CEDS Plan and to conduct outreach and collaboration with the two RPCs and RDCs. Each of the 4 entities will share in the resources and work efforts.

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

The next TRORC Board meeting will be April 23, 2014. Gregory indicated that he has invited Ken Robie, a VTrans Engineer to be present to discuss the state paving program.

In addition, we will have the TRORC bylaws on the agenda for discussion and two chapters of the HUD Sustainable Communities Plan. Gregory also provided Committee members with an update on a couple of projects that will be ending soon. A Report on that will be in next month's Executive Committee packet.

Meeting adjourned at 7:50 p.m. Meeting Minutes prepared by:
Peter G. Gregory, Executive Director, April 23, 2014.