

**TRORC
EXECUTIVE COMMITTEE**

**TRORC Offices
Woodstock, VT**

January 10, 2018

MEETING MINUTES

Attendance: Bill Emmons, Chair, Jerry Fredrickson, Vice Chair; Nancy Jones, Treasurer, Bill Edgerton, Nancy Malmquist (by phone) and Peter G. Gregory, Executive Director, Dee Gish, Finance Manager and Chris Damiani, Planner

1. Call to Order:

Chair Emmons convened the meeting at 3:00 p.m. A quorum was declared by the Chair.

2. Public Comment:

No members of the public were present.

3. Approval of November 16, 2017 Minutes:

On a motion made by Fredrickson, seconded by Edgerton, the Minutes of November 16, 2017 were adopted as drafted.

4. Acceptance of the unaudited December 2017 Financial Reports:

Gregory and Committee members reviewed the details for the month of December. Gregory indicated to the Committee that TRORC was awarded \$90,000 for a second year of statewide hazardous materials transportation funds from Vermont Emergency Management. This amount was NOT budgeted and most will be earned in this fiscal year. Discussion ensued about investing a little more into CDs and Gregory was asked to ensure that all our local banks are given the opportunity to receive such investments. Gregory will move forward with this request. The Balance Sheet for December 31st looked strong. On a motion made by Fredrickson, seconded by Edgerton, the December Financial Reports were accepted as presented.

5. Resolution Allowing the Director to Apply for Grant:

Gregory requested the Executive Committee to resolve that the TRORC Executive Director can apply for up to \$35,000 from USDA and execute contracts if the funds are

awarded. This is a USDA requirement for a Business grant sought to support the Creative Economy effort TRORC is leading. On a motion made by Fredrickson, seconded by Malmquist, the authority was granted.

6. RPC Role in Approving Municipal Energy Plans:

Damiani and Gish walked Committee members through the draft materials that the staff and Board will use when asked to grant a Determination of Energy Compliance. Damiani noted that we have one Town coming forward now and that action will be requested from the TRORC Board at the February Board meeting. Materials are currently posted on the TRORC website. Committee member Malmquist made some clarifying suggestions to the memo. Damiani will make those changes and repost a revised version on the TRORC website. For information only.

7. TRORC Investment Strategy:

Gregory indicated that he met with Senator Clarkson in December and she had intended to submit a bill that could be modified to incorporate the enabling TRORC is seeking. Gregory will follow up with Senator Clarkson to see if that bill did, indeed, get filed. For information only.

8. TRORC Non-Profit arm:

Gregory and Committee members walked through a document that TRORC staff filled in for use by legal counsel to draft Articles of Incorporation. The Executive Committee agreed to all parts with the exception of the Purpose section. Discussion ensued and staff agreed to come back with a slimmed down version of the Purpose section for the next meeting.

9. Regional Plan section draft:

Gregory and Committee members walked through the draft Emergency Management Chapter of the Regional Plan. Not many changes were proposed by staff and Committee members suggested just a few small edits to the chapter. These will be made and it will be on the full Board's agenda for January. Looking ahead, the full Board will have the second half of Natural Resources chapter to review in February.

10. TRORC role in Tactical Basin Planning:

Gregory referred Committee members to a memo that was enclosed outlining the new statutory role for RPCs in determining compatibility between Regional Plans and Tactical Basin Plans. An ANR staff person will be at the Montshire Museum on the 24th to walk through the Draft Basin Plan for the Ottauquechee River area. For information only.

11. January Board Agenda Review:

On the agenda will be a presentation on the newest draft Basin Plan from ANR; public hearing on a town plan approval for Braintree and Regional Plan chapter review. The meeting location will be in Norwich at the Montshire Museum.

12. Executive Session:

No Executive Session needed.

Meeting adjourned at 5:05 p.m. Meeting Minutes prepared by:
Peter G. Gregory, Executive Director, January 16, 2018.