

**TRORC
EXECUTIVE COMMITTEE**

**TRORC Offices
Woodstock, VT**

January 9, 2019

MEETING MINUTES

Attendance: Jerry Fredrickson, Chair, Nancy Malmquist, Bill Edgerton and Peter G. Gregory, Executive Director, Kevin Geiger, Senior Planner and Kim Gilbert, Regional Planner

1. Call to Order:

Chair Fredrickson 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 the December 5, 2018 Minutes:

On a motion made by Edgerton, seconded by Malmquist, the Minutes of December 5, 2018 were adopted as drafted.

4. Acceptance of the unaudited December, 2018 Financial Reports:

Gregory and Committee members reviewed the details for the month December, 2018. TRORC now has completed 50% of the FY 19 fiscal year. Gregory discussed the end of one of the Commission's HUD Home Buyout contracts. All money has been drawn down and will be spent this month on the last couple of closings. A final public hearing will be held in February. Gregory reviewed the Accounts Receivable Report and indicated why there were some delays in getting paid. On a motion made by Emmons seconded by Edgerton, the December Financial Reports were accepted as presented.

5. TRORC Strategic Plan:

Gregory and Committee members discussed whether or not a Board Subcommittee would be appointed and it was decided that the Chair will seek interested Board members at the next full Board meeting. Gregory also reviewed the results of the staff retreat, where the focus was on the Strategic Plan. Staff suggested that the TRORC Bylaws be amended to include additional members-at-large. Representing youth, energy and public health. Staff also saw the need to market our shared services enabling abilities more. Staff also wanted to step up training new local officials each year and to have a dinner meeting with

the full Board with all staff available to talk about projects. The Executive Committee asked Gregory to bring forward some Bylaw amendments for the TRORC Annual Meeting in June.

6. Regional Plan Chapter - Housing:

Staff members Gilbert and Geiger walked the Committee through the draft housing chapter. This draft has been reviewed by an outside editor. The Committee asked that page and line numbers be added and a short Table of Contents be developed prior to its mailing to the Board. A good discussion was had on mobile home parks, their condition and their locations. The draft chapter did not include any major changes in policy direction. This will be on the January full Board meeting agenda.

7. TRORF:

Gregory indicated a meeting needs to be set for the Foundation to conduct business including election of Officers and review of staff efforts in seeking funds. Gregory will work with Nancy Malmquist to arrange for a colleague of hers from Dartmouth College to attend and discuss in the ins and outs of Foundations. We will piggyback this meeting with the regular Executive Committee meeting on February (13th).

8. TRORC Investment Policy:

Gregory will be drafting the RFP for Financial expertise and will keep the Committee informed on progress.

9. Project Updates:

Gregory gave updates final report from the Commission on the Future of Act 250 and was asked to prepare a summary of the main points of the Report. That will be made available at the next meeting.

10. Executive Session:

No Executive Session was needed.

Meeting adjourned at 4:35 p.m. Meeting Minutes prepared by:
Peter G. Gregory, Executive Director, February 8, 2019.