

**TRORC  
EXECUTIVE COMMITTEE**

**TRORC Offices  
Woodstock, VT**

**June 12, 2019**

**MEETING MINUTES**

**Attendance:** Jerry Fredrickson, Chair, Bill Edgerton, Bill Emmons, Vice Chair, Nancy Jones, Treasurer and Peter G. Gregory, Executive Director

**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 May 8, 2019 Minutes:**

On a motion made by Emmons, seconded by Edgerton, the Minutes of May 8, 2019 were approved as drafted.

**4. Acceptance of the unaudited May, 2019 Financial Reports:**

Gregory and Committee members reviewed the details for the month May, 2019. TRORC now has completed about 90% of the FY 19 fiscal year. Gregory mentioned that TRORC was just awarded a new \$300,000 EPA Grant for our Brownfields Program. Our current program ends September 30<sup>th</sup>. The Accounts Receivable Report was viewed for a look at the age of invoices. It was noted by staff that the Randolph Town Manager has indicated they won't pay TRORC for work completed on their Town Plan update until TRORC approves their Plan. Gregory assured the Town and the Executive Committee that all work was completed per the contract and discussions with state officials indicate the state agrees. Failure to pay TRORC the \$2400+ by June 30<sup>th</sup> jeopardizes their ability to close out the grant with the state and receive the final \$3000+ they have coming. All agreed that Regional Planning Commission approval of a Town Plan is a separate action

and that the Randolph Town Manager's linkage of the two did not make sense. On a motion made by Jones seconded by Emmons, the May Financial Reports were accepted as presented.

**5. TRORC FY 20 Budget proposal:**

Gregory and Committee members discussed final tweaks to the FY 20 Budget proposal. Gregory and members talked about the high level of municipal contracts, why there was so little tuition reimbursement, the fact that the Foundation insurance is not in this budget and the end of another buyout contract in December, 2019. On a motion made by Jones, seconded by Edgerton, the Committee authorized the Director to make any final adjustments and then to place on the agenda for the TRORC Annual Meeting in June. Motion passed unanimously.

**6. Scholarship Program:**

The Executive Committee reviewed some changes proposed by staff for next year's program clarifying that all degree programs were explicitly eligible. On a motion made by Emmons and seconded by Edgerton, those changes for FY 20 were agreed to. In addition, the Scholarship Committee wishes to defer one award until FY 21 based on a request from the applicant. The Executive Committee agreed to award 9 plus defer one on a motion made by Jones and seconded by Edgerton.

All other agenda items were deferred due to time constraints.

**7. Executive Session:**

No Executive Session was needed.

Meeting adjourned at 4:25 p.m. Meeting Minutes prepared by:  
Peter G. Gregory, Executive Director, June 28, 2019.