

**TRORC
EXECUTIVE COMMITTEE**

**Colatina Exit
Bradford, VT**

August 7, 2019

MEETING MINUTES

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

1. Call to Order:

Chair Fredrickson convened the meeting at 5:10 p.m. A quorum was declared by the Chair.

2. Public Comment:

No members of the public were present.

3. Approval of the June 12, 2019 Minutes:

On a motion made by Emmons, seconded by Brandau, the Minutes of June 12, 2019 were approved as drafted.

4. Acceptance of the unaudited June and July, 2019 Financial Reports:

Gregory and Committee members reviewed the details for the month of June (year-end) and July, 2019. Gregory directed members to the year-end balance sheet and although the audit is not yet complete, it appears we lost about \$22,000 and the TRORC Board adopted a budget that had a \$21,000 deficit. The Accounts Receivable Report was viewed and it was noted that we had about \$164,000 in receivables at June 30 as TRORC does more and more quarterly invoicing rather than monthly, at the request of funders. On a motion made by Brandau seconded by Jones, the June and July Financial Reports were accepted as presented.

5. Executive Director Evaluation:

Gregory and Committee members walked through the goals for FY 19 as adopted for FY 19. It was noted that progress on a review of the Strategic Plan did not progress during the year. All other goals were accomplished by the Executive Director. It was noted by Edgerton that additional accomplishments above those adopted as goals also occurred including obtaining new

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brownfields funding and success in the Vermont Legislature on setting up a sub state water quality project implementation program. FY 20 goals will be discussed at the next meeting. They include some that the Director identified and some that will be identified by the Executive Committee. The TRORC Director's compensation package will be reviewed later in the meeting.

6. Solar Array contract:

The Executive Committee reviewed the draft contract that has been given to TRORC to sign on with Green Lantern on a solar project on a transfer station site in Wilmington, VT. It is being constructed as we speak. TRORC staff had an attorney review the draft to ensure there were no provisions that would be problematic. There were none. On a motion made by Brandau and seconded by Emmons, the Committee authorized Gregory to sign the contract. It passed unanimously with Malmquist abstaining due to her employer's work with Green Lantern.

7. Regional Plan Responsiveness Summary:

Gregory and Committee members walked through the large document. It was noted that Lyme disease language should be broadened out to include all tick-borne diseases. A suggestion was made to define the term "sustainability". It was suggested that we respond that the definition is "well known". Some minor wording tweaks were suggested to the comments made by the Randolph Town Manager. Committee members had a long discussion on a solar siting policy proposed by staff and softened the intent of the policy on a 4-2 vote. On a motion made by Edgerton, seconded by Jones, the Executive Committee voted to send this to the full Board for August 21st with a recommendation that it be adopted and a new hearing scheduled for September 25, 2019. Motion carried unanimously. Edgerton commented and all agreed that the staff did a great job managing the public process and taking comments seriously and incorporating what could be incorporated.

8. Long Term Staffing Discussion:

Gregory indicated that to ensure the smooth transition in the coming years, a transition plan be developed. Committee members agreed and this will be on the agenda over the next year.

9. Updates:

Gregory gave updates on being asked to speak an international Natural Hazards Conference about Vermont RPC work in hazard mitigation, resilience, use of science and emergency response. This occurred in Boulder, CO in July. Since Gregory was asked to present, the National Academy of Science paid all expenses for the trip. FY 19 audit is underway as we speak. All looks good so far. Gregory gave a brief overview of the three RPC housing study, an update on the TRORF and reviewed the agenda for the August 21, 2019 TRORC Board meeting.

No Executive Session was needed.

Meeting adjourned at 7:25 p.m. Meeting Minutes prepared by:
Peter G. Gregory, Executive Director, August 8, 2019.