

**TRORC  
EXECUTIVE COMMITTEE**

**Virtual Meeting**

**June 10, 2020**

**MEETING MINUTES**

**Attendance:** Jerry Fredrickson, Chair; Bill Emmons, Vice Chair; Nancy Jones, Treasurer; David Brandau, Nancy Malmquist; Pete Fellows, GIS Manager; Peter G. Gregory, Executive Director; Lori Kay, Finance Manager. Absent: Bill Edgerton

**1. Call to Order:**

Chair Fredrickson convened the meeting at 3:03 p.m. A quorum was declared by the Chair.

**2. Public Comment:**

No members of the public were present.

**3. Approval of the May 13, 2020 Minutes:**

On a motion made by Jones, seconded by Emmons, the Minutes of May 13, 2020 were approved as drafted.

**4. Acceptance of the unaudited May 2020 Financial Report:**

On a motion made by Emmons, seconded by Jones, the May 2020 Financial Report was accepted as presented. Gregory noted that the FY20 budget is on track. The next round of billing will include quarterly invoices for several contracts.

**5. Approval of the FY21 Budget:**

Gregory outlined the changes to the draft FY21 budget from the version provided in May.

EDA Supplemental revenue - \$10,000 decrease due to delay in expected grant start date. The overall funding amount would remain the same at approximately \$130,000 over two fiscal years.

Health/dental expense – increase to reflect higher enrollment among staff

Gregory stated that Vermont may see a reduction in its Property Transfer Tax revenue from ACCD due to COVID-19, which may have a ripple effect on TRORC's funding. More should

Gerald Fredrickson, Chair ~ Peter G. Gregory, AICP, Executive Director  
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be known in August/September 2020. At this time, no replacement is planned for Jessica Richter who is leaving at the end of June. However, that decision may be revisited if grant-related workloads require it.

On a motion made by Brandau and second by Jones, the Executive Committee recommends this budget be placed on the Annual Meeting agenda. Motion also grants the Executive Director the authority to make minor adjustments before mailing. The motion was approved unanimously.

**6. Regional Energy Coordinator:**

The position has been posted and interviews will be conducted in the next few weeks.

The draft inter-municipal agreement between TRORC and Towns is complete and will next be reviewed by an attorney. Once finalized, the Board needs to approve the agreements. Since there is no Board meeting scheduled in July, Gregory will ask the Board to allow the Executive Committee to approve the agreement in July.

**7. Volunteer of the Year Award:**

On a motion made by Emmons, seconded by Jones, the 2020 Volunteer of the Year Award will go to Monique Priestley.

**8. June 24, 2020 TRORC Board Meeting:**

Meeting will be held virtually via Zoom. Agenda items will include:

- FY21 budget
- Election of Officers
- Volunteer of the Year Award presentation
- Scholarship Committee report
- Regional Energy Coordinator-related contract with Towns

**9. Updates:**

Scholarship applications and results – 26 applications were received. Eight students have been selected and two alternates have been identified. Students need to formally accept the scholarship award by Friday, June 12.

Legislative – Gregory provided testimony on the housing bill – particularly on planning and zoning changes that would make it easier for housing developments to be approved.

Gregory has been reminding State-level stakeholders that Regional Commissions are providing value to Vermont and should continue to receive state funding.

Gregory reported there is some concern that an expected \$150,000 RFP for RPC-led public safety planning, may not survive Vermont’s budget process.

Possible Senate Appropriations for the coming year include providing funding to Towns to help cover COVID-related costs not covered by FEMA. RPCs would help the town access the funds.

Broadband access – TRORC’s pending EDA funding proposal includes conducting outreach to Broadband providers. Fredrickson noted that schools will need better access to Broadband if a resurgence of COVID-19 requires schools to close during the 2020-2021 school year.

Regional Plan – Hearing is scheduled for July 1, 10am via Zoom. Ballots will be mailed right after the hearing. Vote will be due back by July 15. If approved, the Regional Plan will become effective 35 days after the voting ends – September 2.

The next meeting of the Executive Committee will take place on Wednesday, July 8.

Meeting adjourned at 4:20 p.m.

Meeting Minutes prepared by:  
Lori Kay, Finance Manager, June 12, 2020.