

**TRORC  
EXECUTIVE COMMITTEE**

**King Farm  
Woodstock, VT**

**December 8, 2021**

**MEETING MINUTES**

**Attendance:** Jerry Fredrickson, Chair; Bill Emmons, Vice Chair; David Brandau, Secretary; Bill Edgerton, Nancy Malmquist, Peter G. Gregory, Executive Director; Kevin Geiger, Director of Planning; Lori Kay, Finance Manager. Nancy Jones, Treasurer – absent.

**1. Call to Order/Changes to Agenda:**

Chair Fredrickson convened the meeting at 3:05 p.m. A quorum was declared by the Chair. No changes were made to the agenda.

**2. Public Comment:**

No public comments were received.

**3. Approval of the November 10, 2021 Minutes:**

On a motion made by Emmons and seconded by Edgerton, the Minutes of November 10, 2021 were approved.

**4. Acceptance of the unaudited November 2021 Financial Reports:**

The unaudited November 2021 Financial Reports were unanimously accepted as presented on a motion made by Edgerton and seconded by Brandau.

Gregory reported that TRORC's Sole Proprietor grant program is winding down and will end in early January 2022. The AR Aging report shows a total of \$137,000 as of November 30. As of December 15, approximately \$90,000 of that has been received.

**5. Mascoma Wealth Management:**

Gregory inquired as to whether it would be time to make an additional deposit into TRORC's investment account with Mascoma Wealth Management. He recommended a deposit of \$50,000.

On a motion made by Emmons and seconded by Brandau, the transfer of funds was approved.

Gerald Fredrickson, Chair ~ Peter G. Gregory, AICP, Executive Director  
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## **6. Abuse Policy - Draft:**

The Executive Committee shared their feedback on the draft Abuse Policy that was included in the Executive Committee's meeting packet. Gregory will incorporate the feedback into the next version of the policy and will send it to the Committee for additional review before the January Executive Committee meeting. The final version of the policy will be shared with the Executive Committee at the January meeting and included on the agenda for the next Board of Commissioners' meeting.

## **7. Staff Updates:**

Regional Planner Jake Palant's last day with TRORC is December 10, 2021. He has found a job closer to family and friends in New York State.

Planner Sage Doviak will be joining the TRORC staff on January 3, 2022.

Gregory noted that a revised job description and job posting is being prepared for the two-year Term position that was approved at last month's Executive Committee meeting. Gregory will share the revised job description with the Executive Committee members.

The creation of a part-time administrative position is being discussed. Gregory will obtain approval from the Executive Committee before posting the position.

## **8. Project, NADO, and Legislative Updates**

As noted earlier, the Sole Proprietor grant program is ending. Kevin Geiger is working with ACCD to repurpose the program's remaining funds into a technical assistance program for small businesses. TRORC could also use some of its EDD funds to help fund this program.

TRORC has submitted a proposal to the US EPA for a new round of funding related to Brownfields. Awards are expected to be made in Spring 2022. Additional state funds are expected soon to work on Brownfields assessments.

Activity at the Legislature is occurring year-round. Items being discussed include:

- Act 250
- House approval of additional funds for RPCs to coordinate ARPA funds on behalf of the towns
- increasing the funding for MPG and Bylaw Modernization projects
- Securing funding for year two of the Energy Plan Implementation program
- Housing bills – two are being discussed
- Climate Action Plan implementation

## **9. December Board Meeting**

The December Board dinner meeting will be held Wednesday, December 15 at the Quechee

Club. The event will begin at 5pm, followed by dinner at 5:30pm, and the meeting will start at 6:30pm. The Agenda will include the hearing and approval of the Strafford Town Plan and Energy Determination. Erich Osterberg, a climatologist and Assistant Professor at Dartmouth College, will be the evening's speaker.

The meeting was adjourned at 3:40 pm.

Meeting Minutes prepared by:  
Lori Kay, Finance Manager, December 15, 2021