

**TRORC Board Meeting – Zoom Meeting
December 15, 2021 – Board Meeting Minutes**

Attendance:

Name	Town	2/24/21	4/28/21	5/26/21	6/23/21	9/22/21	12/15/21		
Jerry Fredrickson	Barnard	X	X	X	X	X	X		
Steve Cota	Barnard (Alt)								
Paul Vallee	Bethel	X	X		X	X	X		
Carl Russell	Bethel (Alt)								
Nancy Jones	Bradford	X	X	X	X	X	X		
Marcey Carver	Bradford (Alt)		X		X				
Marlys Eddy	Braintree								
Lynne Bertram	Bridgewater								
Gwynn Zakov	Brookfield		X	X	X	X			
Jon Binhammer	Brookfield (Alt.)	X							
Carl Pepperman	Chelsea	X		X	X	X	X		
Tim O'Dell	Corinth	X	X	X	X	X	X		
Peter Berger	Fairlee	X	X	X	X	X	X		
Mark Belisle	Granville				X		X		
Monica Collins	Hancock	X		X	X	X			
Lori Hirshfield	Hartford		X		X	X			
Bruce Riddle	Hartford (Alt)	X	X	X	X	X	X		
Charles Jeffries	Hartland		X	X	X	X	X		
David Ormiston	Hartland		X	X		X	X		
Frank Tegethoff	Newbury	X	X	X	X	X	X		
Larry Scott	Newbury (Alt.)								
Rod Francis	Norwich	X	X						
Jeff Lubell	Norwich		X	X	X	X			
Sarah Gallagher	Pittsfield	X	X	X	X	X	X		
Anne Brown	Plymouth								
Jim Allen	Plymouth (Alt.)								
Bill Emmons	Pomfret	X	X	X	X		X		
Phil Dechert	Pomfret (Alt)		X	X	X		X		
Ramsey Papp	Randolph	X	X	X	X	X	X		
Gary Dir	Randolph (Alt)	X	X	X	X		X		
Anni Mackay	Rochester	X	X	X			X		
Doon Hinderyckx	Rochester (Alt)	X	X	X			X		
David Brandau	Royalton	X	X	X	X	X			

Bushrod Powers	Royalton (Alt)	X	X	X	X		X		
Ira Clark	Sharon	X	X	X	X	X	X		
Deborah Jones	Sharon (Alt.)								
Bill Edgerton	Stockbridge								
John Echeverria	Strafford		X	X	X		X		
Jesse Anderson	Thetford	X	X	X	X	X	X		
Jim Masland	Thetford (Alt)			X					
Jim Clark	Topsham								
Michael Sacca	Tunbridge		X	X					
Kevin Rose	Tunbridge (Alt)			X					
Bill Baylis	Vershire								
Nancy Malmquist	W. Fairlee	X	X	X	X	X	X		
Don Bourdon	Woodstock	X		X		X	X		
Brad Prescott	Woodstock (Alt)					X			
Meghan Butts	At-Large	X	X	X	X	X	X		
Jennifer Colby	At-Large						X		
Ken Alton	At-Large		X	X		X	X		
Dan Rudell	At-Large						X		
Andrew Winter	At-Large	X	X	X		X			
Meg Emmons	At-Large	X	X			X	X		

Guests: Erich Osterburg

Staff: Peter Gregory, Lori Kay, Kevin Geiger, Pete Fellows, Steven Bauer, Kim Gilbert, Tory Littlefield

1. Call to Order, Approval of the Agenda, Roll Call, and Public Comments:

The meeting opened at 6:32 p.m. A quorum after roll call was declared. No changes to the agenda were made. There were no comments from the public.

2. Public Hearing – proposed Strafford Town Plan and Strafford Confirmation

Director of Planning Kevin Geiger spoke on behalf of TRORC, sharing that the draft review was prepared by TRORC staff member Steven Bauer. Geiger stated that the draft review noted a few sections as being inconsistent with the Regional Plan – vocational training, childcare and economic development. Geiger went on to say that the Town Plan does meet the minimum requirements per the Statutes. Geiger will amend those sections of the Town Plan review as well as recommend that those sections be strengthened the next time the Plan is updated.

Commissioner Echeverria, representing Strafford, stated that the Town had participated in full and vigorous debate on a lot of issues. He noted that much progress was made in the Plan's sections on energy planning, forest fragmentation and housing.

Chairperson Frederickson closed the public hearing.

3. Public Hearing –Strafford Determination of Energy Compliance

Geiger stated that the Town Plan met all points needed for the Determination of Energy Compliance. Chairperson Frederickson closed the public hearing.

4. Strafford Town Plan Approval, Strafford Confirmation of Planning Effort, Determination of Energy Compliance

On a motion by Commissioner Jones and seconded by Commissioner Bill Emmons, the Strafford Town Plan, the Town's planning process, and the Determination of Energy Compliance were all approved.

5. Acceptance of the Unaudited September, November, December 2021 TRORC Financial Reports

On a motion made by Commissioner Jones, and seconded by Commissioner Bill Emmons, the unaudited September, October, and November 2021 Financial Reports were approved unanimously.

Frederickson stated the TRORC is in good financial status.

6. Guest Speaker – Erich Osterburg

Executive Director Peter Gregory and Kevin Geiger introduced the guest speaker - Erich Osterburg, a professor at Dartmouth College and a Climate Scientist. Osterburg is studying climate change in New Hampshire and Vermont and shared a presentation on Global Warming and the Upper Valley. A question-and-answer period followed the presentation.

[The full presentation slides were distributed to all Commissioners following the meeting.]

7. Approval of TRORC Board Minutes from September 22, 2021

On a motion made by Commissioner Alton, and seconded by Commissioner Powers, the September meeting minutes were unanimously approved.

8. Acceptance of FY21 TRORC Audit

On a motion made by Commissioner Belisle, and seconded by Commissioner Powers, the FY21 Audit was accepted unanimously.

Gregory commented on the Audit, stating that the auditors found no material weaknesses, no significant deficiencies or questioned costs, and no noncompliance. FY21 ended with a major increase in net position, primarily due to two items:

- 1) Sole Proprietor grant was unexpected business and was a major effort.
- 2) Over-recovery of indirect costs. This was due in part to the cyclical nature of TRORC's business and the impact of COVID on TRORC's operations. Typical indirect expense like office supplies and travel were much lower in FY21.

TRORC's current fund balance is equal to about five months of expenses. The auditors and TRORC's adopted Fund Balance policy recommend a fund balance equal to six months of expenses, so TRORC is close to that benchmark.

Gregory noted that TRORC is in its last year of a three-year contract with RHR Smith, and will be going out to bid for a new three-year contract this year.

A full copy of the audit has been uploaded to the TRORC website.

9. Staff/Commissioner Updates

Gregory announced the following staff changes:

Jake Palant has moved to a different job closer to friends and family in New York State.

Sage Doviak has been hired as a Planner and will start on January 3, 2022.

The Executive Committee has authorized the hiring of a limited term employee for a two-year period to help with expected workload.

Gregory is working with Geiger and Lori Kay to see if any of Lori's administrative duties can be re-assigned to a part-time hire. This would free Lori up for additional financial and contract management activities.

Legislature updates:

The Legislature is actively working on the Act 250 bill. Geiger is working committees on housing development. Gregory is working with the Legislature's Energy committee on putting together a program for fuel switching audits for municipal buildings and then implementing those changes.

Gregory stated that additional funds may become available to towns for MPG work – limited to those towns that were not funded in the initial round of grants.

The next Board meeting will be on Wednesday, January 26, 2022.

The meeting adjourned at 7:39 p.m.

Meeting Minutes prepared by:

Lori Kay, Finance Manager, December 22, 2021