

**TRORC
EXECUTIVE COMMITTEE**

Virtual Meeting

April 13, 2022

MEETING MINUTES

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

1. Call to Order/Changes to Agenda:

Chair Fredrickson convened the meeting at 3:01 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 March 9, 2022 Minutes:

On a motion made by Jones and seconded by Emmons, the Minutes of March 9, 2022, were approved.

4. Acceptance of the unaudited March 2022 Financial Reports:

The unaudited March 2022 Financial Reports were unanimously accepted as presented on a motion made by Emmons and seconded by Edgerton.

Gregory noted that the March Financial Reports show a loss of \$38,000 and that fluctuations in the profit/loss figure are to be expected. The AR Aging report currently has a small balance but that has changed considerably due to quarterly billing that has been processed in early April.

5. Communications Management:

Much Tory Littlefield's Communications responsibilities have been temporarily re-assigned to other staff. Pete Fellows has taken on the website management. Sage Doviak has taken on the coordination of TRORC's newsletter. No final decision has yet been made on who will take on the Communications role for the longer term or whether part-time assistance will be sought.

Gregory stated that the press release distribution list has been expanded. Emmons suggested that Phil Camp of the Woodstock Standard would be a good resource on how best to use print media

Gerald Fredrickson, Chair ~ Peter G. Gregory, AICP, Executive Director
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to promote TRORC's projects and activities. Gregory noted that Tess Hunter, the new editor of the Standard, has been in touch with TRORC.

6. Staffing, Scholarship Updates

- Regional Planner Tory Littlefield's last day at TRORC was March 18, 2022.
- Meghan Asbury has been hired on a part-time basis to assist Kim Gilbert with the Creative Economy project.
- Kim Gilbert has given her official notice. Her last day will be May 12, 2022.
- Kyle Katz will be joining the staff as a Planner on May 16, 2022.

TRORC's Scholarship application deadline is Friday, April 15, at close of business.

7. Project and Legislative Updates, Commissioner training - Equity

Steven Bauer is temporarily assisting the Town of Woodstock with their planning and zoning administration until Woodstock hires new staff. TRORC has had inquiries from two other Towns in the region for similar services.

Funding from ACCD for Energy work is unlikely to be included in the FY23 State budget. House 518 is still pending though, which would pay for TRORC staff to assist towns with weatherization and energy efficiencies of municipal buildings.

The VT House has agreed to a \$1.65 million increase in core funding for RPCs in the coming year. The Senate has also agreed to this. The Governor needs to approve the FY23 budget to lock in this funding allocation.

Housing and Act 250 Bills – both Gregory and Geiger have testified on these bills but the Governor has issues with each of the proposals submitted by the House and the Senate.

Gregory proposed a training at an upcoming Board meeting on the importance of ensuring equity, i.e., fairness in engaging all members of the community. The Executive Committee was supportive of the idea. Gregory will check into consultants/trainers who offer this type of training. Edgerton shared that he will find out who provides equity training for the Stockbridge schools.

8. Kathrin Kaiser, new Mascoma Wealth Management Advisor

Kathrin Kaiser introduced herself to the Executive Committee. She has replaced Todd Allen as TRORC's representative at Mascoma Wealth Management. Kaiser reviewed the Qtr 1 investment report and invited any members of the Executive Committee to contact her for reports and information.

Following Kaiser's presentation, the Executive Committee agreed to ask her to present at the July 2022 Executive Committee meeting to share Qtr 2 investment information. Gregory will also contact Kaiser to get her thoughts on cash balances – how much cash does an organization like TRORC need.

On a motion from Emmons, and seconded by Edgerton, the Committee unanimously agreed to

invest \$50,000 with Mascoma Wealth Management and to designate the funds be invested in an ESG array of funds.

9. April Board Meeting

The April board meeting will be held on Wednesday, April 27. The meeting will include a hearing and voting on the Hancock Town Plan Review. Marie Caduto will present on the new basin plan for the Ottauquechee and Black Rivers – Basin 10.

The May board meeting will include the annual Transportation Project Prioritization presentation and vote.

The Annual Meeting is scheduled for June 22. Gregory suggested a speaker for the event and will follow-up to check availability.

The meeting was adjourned at 4:20 pm.

Meeting Minutes prepared by:
Lori Kay, Finance Manager, April 15, 2022