

**TRORC Annual Board Meeting – Zoom Meeting
June 23, 2021 – Annual Meeting Minutes**

Attendance:

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

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|-----------------------|-----------------|---|---|---|---|--|--|--|--|
| Bushrod Powers | Royalton (Alt) | X | X | X | X | | | | |
| Ira Clark | Sharon | X | X | X | X | | | | |
| Deborah Jones | Sharon (Alt.) | | | | | | | | |
| Bill Edgerton | Stockbridge | | | | | | | | |
| John Echeverria | Strafford | | X | X | X | | | | |
| Jesse Anderson | Thetford | 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 | | | | |
| Don Bourdon | Woodstock | X | | X | | | | | |
| Brad Prescott | Woodstock (Alt) | | | | | | | | |
| Meghan Butts | At-Large | X | X | X | X | | | | |
| Jennifer Colby | At-Large | | | | | | | | |
| Ken Alton | At-Large | | X | X | | | | | |
| Vacant - Conservation | At-Large | | | | | | | | |
| Beth Long | At-Large | X | X | X | | | | | |
| Meg Emmons | At-Large | X | X | | | | | | |

Guests: Joe McKinney, NADO; Dan Ruddell; Andrew Winter

Staff: Peter Gregory, Lori Kay, Tory Littlefield, Kim Gilbert

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

The virtual meeting opened at 6:31 p.m. A quorum after roll call was declared. No changes to the agenda were made. There were no comments from the public.

2. Approval of Minutes from May 26, 2021 Meeting

On a motion made by Commissioner Nancy Jones and seconded by Commissioner Ramsey Papp, the May Meeting Minutes were accepted unanimously.

3. Acceptance of the Unaudited May 2021 TRORC Financial Report

On a motion made by Commissioner David Brandau, and seconded by Commissioner Bushrod Powers, the unaudited May 2021 Financial Report was approved unanimously.

Gregory reported that TRORC's Income Summary was like the previous month's – TRORC has exceeded its original projection for the year. TRORC purchased additional traffic counters in the last month to replace failing units. VTrans is covering 90% of these costs through the VTrans contract.

TRORC's balance sheet report shows a Net Income of \$127,000 as of May 31.

TRORC continues to stay on top of the Accounts Receivable Aging report. Four to five of the invoices have come in since the report was prepared. Quarterly billing for several contracts will take place at the end of June.

4. Presentation by Joe McKinney, Executive Director of National Association of Development Organizations (NADO)

NADO is an association of development organizations, representing over 400 organizations dedicated to community development programs for districts across the country. NADO advocates for local governments and works with town and county organizations as well that serve local interests. McKinney gave a presentation on NADO which focused mainly on the Federal American Rescue Plan Act – ARPA.

A copy of the presentation is attached to these minutes.

Gregory noted that Katie Buckley will be the Vermont League of Cities and Towns (VLCT) coordinator for ARPA funds, and we will learn more about the distribution of ARPA funds soon. Additionally, TRORC will be monitoring ARPA funding opportunities and sharing what is learned with the Towns.

Tory Littlefield stated that the deadline for Towns to apply for funds is July 15. Next week, VLCT will provide a list of the region's towns that have not yet applied for funding. Littlefield will be reaching out to those towns as soon as the list is provided and will include the town's TRORC Commissioner on that e-mail as well.

5. Approval of the proposed FY22 TRORC Budget

TRORC's proposed budget for FY22 was discussed. Gregory indicated that the budget had already been reviewed by the Executive Committee, noting that the budget is based on secured funds. It does not include potential new projects as it is not known when or how much money would be available. The Executive Committee recommends adoption of the proposed budget.

Gregory stated that the Executive Committee will review any revised version of the budget in August/September assuming we know more about the new projects by then. The September Board meeting would be the opportunity for Board approval of a revised budget.

On a motion made by Commissioner Bushrod Powers and seconded by Commissioner Frank Tegethoff, the proposed FY22 TRORC budget was adopted unanimously by the Board.

6. **Approval of Election of Officers and Members at Large**

On behalf of the Nominating Committee, Commissioner Paul Vallee announced that the Nominating Committee had contacted everyone on the Executive Committee and the Members at Large. He confirmed that everyone has signed up to serve on the Commission during the coming year.

Executive Committee:

Jerry Fredrickson, Chair
Bill Emmons, Vice Chair
Nancy Jones, Treasurer
David Brandau, Secretary
Bill Edgerton, Member of the Executive Committee
Nancy Malmquist, Member of the Executive Committee

Members at Large:

Ken Alton, Economic Development
Jenn Colby, Agriculture
Meg Emmons, Youth
Andrew Winter, Housing
Dan (Rudi) Rudell, Conservation
Meghan Butts, Upper Valley Lake Sunapee Regional Commission

On a motion made by Commissioner Mark Belisle and seconded by Commissioner Tim O'Dell, the election of the Officers and Members at Large was accepted unanimously.

7. **Approval of FY22 Student Scholarship Awards**

The following students were affirmed as recipients of TRORC's FY22 Scholarship Awards:

Bridge Armbrust, White River Junction
Jackson Balch, Hartland
Victoria Bonsignore, Bethel
Colby Brooks, North Hartland
Jonathan Max Haehnel, Fairlee
Gretchen Josselyn, White River Junction
Kendrick Madore, South Royalton
Lilia McCullough, Woodstock
Ryelee Potwin, White River Junction
Ryan Smith, South Royalton
Finnian Sunde, White River Junction

On a motion made by Commissioner Bill Emmons and seconded by Commissioner Frank Tegethoff, the recipients of the Scholarship Awards were accepted unanimously.

8. **Staff/Commissioner Updates**

Gregory noted that it has been an active Legislative year. Tory Littlefield testified in Senate Government Operations Committee on a rewrite and cleanup of public safety statutes as it related to the

consolidation of LEPCs into a single state-wide LEPC. Littlefield is also the Vice Chair of the State Emergency Response Committee, which is an important position to hold. It demonstrates that TRORC has a good reputation, the staff are qualified, and they bring good effort to statewide groups.

Kevin Geiger testified on a few Housing bills, one of which is being debated in the Senate on Thursday, June 24.

Kim Gilbert is leading the Creative Economy project that is starting in July. Funding comes from the Department of Commerce's EDA division.

Keys to the Valley continues into its next phase – implementation of the action items. The State is interested in our efforts. Others are following what has been done to date as evidenced by the traffic on the Keys to the Valley website.

The Strategic Plan is currently under review by a small subcommittee. This group will bring forward their recommendations at the September Board meeting.

At the May Board meeting, we talked about holding our annual Board-appreciation, social meeting in September. Unfortunately, we have found that caterers and tent vendors are already fully booked for September, as are area restaurants. We are now looking into an enhanced holiday meeting to thank the Board members for their time and efforts serving on the board.

The next Board meeting will be on Wednesday, September 22, 2021. A reminder that there is no Board meeting held in July or August.

The meeting adjourned at 7:36 p.m.

Meeting Minutes prepared by:
Lori Kay, Finance Manager, June 28, 2021