

**TRORC
EXECUTIVE COMMITTEE**

**King Farm
Woodstock VT**

June 8, 2022

MEETING MINUTES

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

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 May 11, 2022 Minutes:

On a motion made by Brandau and seconded by Edgerton, the Minutes of May 11, 2022, were approved.

4. Acceptance of the unaudited May 2022 Financial Reports:

The unaudited May 2022 Financial Reports were unanimously accepted as presented on a motion made by Jones and seconded by Brandau.

Geiger commented that the May income and expenses were as expected.

5. TRORC Personnel Policy Handbook – item for review

Kay shared an additional item for the pending update of the TRORC Personnel Policy. On a motion made by Jones and seconded by Edgerton, the Board approved the proposed Community Service benefit as presented.

6. Final draft of FY23 TRORC Budget

Kay noted that the final draft of the FY23 budget reflects a few changes – primarily updating the amounts to match confirmed contracts and expenses. Geiger said TRORC is still waiting for

Gerald Fredrickson, Chair ~ Peter G. Gregory, AICP, Executive Director
128 King Farm Rd. Woodstock, VT 05091~ 802-457-3188 ~ trorc.org

specifics on the additional base funding that is expected from the State for Regional Planning Commissions (RPCs).

On a motion made by Jones and seconded by Brandau, the Executive Committee recommends the FY23 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.

7. Staffing, Legislative Updates

Several staffing changes were reported. **Kyle Katz** is TRORC's newest Planner. He is working on Town Plans, Zoning and Hazard Mitigation projects. **Steven Bauer**, a Senior Planner, will be leaving TRORC at the end of June. He has been hired as the Planning and Zoning Director for the Town of Woodstock. **Sydney Steinle** will be joining TRORC as a Planner in July.

TRORC has a Planner position posted on the TRORC website. Geiger added that an applicant with Emergency Management planning experience would help round out the staff. The lack of local and affordable housing was mentioned as an ancillary issue for TRORC's recruitment efforts.

Geiger stated that House Bill 518 has passed. The bill includes funding for a range of activities related to switching heat sources for Towns, as well as funds for RPC staff to help Towns.

Two Senate bills have also passed which focus on housing issues. S.210 provides \$20 million to rehabilitate housing and increase the number of affordable rental units in the State. S.226 provides funds for a range of activities including providing incentives to developers to build modest homes to be sold at prices that middle-income residents can afford.

8. Annual Meeting

The Annual Meeting is scheduled for June 22, 2022, at the King Farm. Geiger has secured meteorologist Scott Whittier from NOAA to be the meeting's guest speaker. Kay reported that, so far, 25 people have confirmed their attendance at the Annual Meeting.

The Executive Committee reviewed the application for the Volunteer of the Year award, and on a motion from Edgerton, which was seconded by Brandau, the Committee unanimously agreed to honor the applicant with the 2022 award. The awardee will be announced at the Annual Meeting.

9. Executive Session

The meeting entered in an Executive Session to discuss Executive Director Peter Gregory's annual performance review.

The Executive Session ended at 4:00 pm and the meeting was adjourned.

Meeting Minutes prepared by:
Lori Kay, Finance Manager, June 9, 2022