



Kevin Travis	Stockbridge									
John Echeverria	Strafford		X							
Angela McCanna	Thetford	X	X							
Jim Masland	Thetford (Alt)									
Jim Clark	Topsham	X								
Michael Sacca	Tunbridge									
Kevin Rose	Tunbridge (Alt)									
Andrea Herrington	Vershire		X							
Nancy Malmquist	W. Fairlee	X	X							
Don Bourdon	Woodstock	X	X							
Brad Prescott	Woodstock (Alt)	X								
Meghan Butts	At-Large	X	X							
Jennifer Colby	At-Large	X	X							
Ken Alton	At-Large	X	X							
Dan Rudell	At-Large									
Andrew Winter	At-Large	X								
Meg Emmons	At-Large		X							

**Staff:** Peter Gregory, Kevin Geiger, Pete Fellows; Lori Kay

**Guests:** Bobbi Kilburn, Brattleboro Development Credit Corporation  
Trey Martin, Vermont Housing and Conservation Board

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

The meeting opened at 6:30 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 – Vermont Community Development Program CDBG-CV Sole Proprietor and Small Business Stabilization Program**

Two Rivers-Ottawaquechee Regional Commission (TRORC) Director of Planning Kevin Geiger provided an overview of the CDBG-CV Sole Proprietor and Small Business Stabilization Program, explaining that the \$3.6 million program provided support to small business owners – businesses without employees. The State worked with TRORC and the Brattleboro Development Credit Corporation (BDCC) to make grants of up to \$10,000 each to sole proprietors across the State that met the grant’s specific requirements.

There were three rounds of funding. Rounds one and two involved reimbursing sole proprietors for their business costs – up to \$10,000 each. A total of 278 Sole Proprietors benefited from this Program.

In Round three, TRORC focused on providing Technical Assistance to sole proprietors in the northern part of Vermont who wanted additional help with marketing, accounting, and website development. Similarly, BDCC provided Technical Assistance to sole proprietors in the southern part of Vermont – building websites,

reconfiguring workspaces, working on resiliency efforts for future disaster relief. A total of 176 Sole Proprietors received technical assistance during this phase of the Project.

Additional information on the CDBG-CV Sole Proprietor and Small Business Stabilization Program, including demographics on the recipients of the funds, is available at <https://arcg.is/1LgDDn0>.

Chair Emmons closed the public hearing.

### 3. **TRORC FY 23 Audit Results**

John Boulay of the auditing firm RHR Smith was unable to attend the meeting.

Executive Director Peter Gregory reported on the results of the FY 23 audit. Net assets increased by \$210,000. Gregory noted about \$6,000 was earned in interest income from investments. The Schedule of Expenditures of Federal Awards shows a total of \$925,000 in Federally funded activity. The funds come to TRORC as direct Federal funds and sub-grants through the Towns and the State of Vermont. A copy of the audit is posted on the TRORC website.

Gregory noted that there were no questioned costs, findings, or material weaknesses. It was a clean audit. Gregory thanked Lori Kay for her good work throughout the year and in preparation for the audit.

Commissioner Echeverria inquired about the level of responsibility of the auditors. He noted that the audit report included qualifying language that seemed to indicate the auditors were responsible for their work on the audit up to a point. Gregory confirmed that all audit reports include boilerplate language like that found in the TRORC audit report, and that TRORC's Federally required Single Audit goes deeper as it involved auditing the largest of TRORC's contracts.

### 4. **H. 126, Conservation bill**

Trey Martin, Director of Conservation and Rural Community Development with the Vermont Housing and Conservation Board (VHCB), presented his department's work on implementing the 30 by 2030 campaign to increase the amount of conserved land in Vermont to at least 30% by 2030. Currently, Vermont has 26.5% of its land designated as conserved land. An additional 250,000 acres would need to be permanently conserved to meet the 30% goal. That said, Martin explained that VHCB is concentrating more on how to make improvements to conserved land in Vermont than meeting the 30% goal.

### 5. **Approval of TRORC Board Minutes from September 27, 2023**

On a motion made by Commissioner Brandau and seconded by Commissioner Colby, the September meeting minutes were approved.

### 6. **Acceptance of the Unaudited TRORC Financial Reports for September 2023**

A motion was made by Commissioner Jones, and seconded by Commissioner Alton, to approve the unaudited Financial Reports of September 2023. There were no questions. The Motion was approved unanimously.

### 7. **Staff/Commissioner Updates**

Staff Updates:

- TRORC has filed an appeal of the Hartland retail store/deli Natural Resources Board's Act 250 approval. The Hartland Planning Commission has also filed an appeal. Criteria for both appeals is in regards to Section 9L on Sprawl and 10 Local and Regional Plans.
- TRORC, along with the Upper Valley Lake Sunapee Regional Commission (UVLSRC), and the Nature Conservancy in New Hampshire, is looking at the possibility of applying for a grant from the US Department of Transportation. The grant would provide funds to help towns develop and institute climate resiliency as well as transportation access projects. 20% of the grant funds would go to the Towns to help cover their costs. Meghan Butts, UVLSRC's Director, noted that letters of support will be needed from the participating Towns as part of the grant application.

The meeting was adjourned at 7:51 p.m.

Meeting Minutes prepared by:  
Lori Kay, October 27, 2023