

**TRORC Board Meeting  
December 13, 2023 – Board Meeting Minutes  
Attendance:**

Name	Town	9/27/23	10/25/23	12/13/23		
Jerry Fredrickson	Barnard	X	X			
Steve Cota	Barnard (Alt)					
Paul Vallee	Bethel (Alt.)		X			
Gene Kraus	Bethel	X				
Nancy Jones	Bradford	X	X	X		
Marcey Carver	Bradford (Alt)	X		X		
Megan O'Toole	Braintree	X				
Lynne Bertram	Bridgewater					
Gwynn Zakov	Brookfield	X		X		
Jon Binhammer	Brookfield (Alt.)					
Carl Pepperman	Chelsea	X				
Tim O'Dell	Corinth	X	X			
Peter Berger	Fairlee	X		X		
Mark Belisle	Granville			X		
Monica Collins	Hancock	X				
Lori Hirshfield	Hartford	X	X			
Bruce Riddle	Hartford (Alt)		X	X		
Charles Jeffries	Hartland	X	X	X		
Frank Tegethoff	Newbury	X	X	X		
Larry Scott	Newbury (Alt.)					
Brian Loeb	Norwich	X	X			
Jaci Allen	Norwich (Alt.)					
Sarah Gallagher	Pittsfield	X				
Anne Brown	Plymouth	X		X		
Bill Emmons	Pomfret	X	X	X		
Regina Lawrence	Pomfret (Alt)					
Chris Sargent	Randolph		X			
Patricia Harvey	Rochester	X	X			
Doon Hinderyckx	Rochester (Alt)					
David Brandau	Royalton		X			
Bushrod Powers	Royalton (Alt)	X				
Ira Clark	Sharon	X	X			
Sue Sellew	Sharon (Alt.)					
Kevin Travis	Stockbridge					
John Echeverria	Strafford		X	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	X		
Nancy Malmquist	W. Fairlee	X	X	X		
Don Bourdon	Woodstock	X	X	X		
Brad Prescott	Woodstock (Alt)	X				
Meghan Butts	At-Large	X	X			
Jennifer Colby	At-Large	X	X	X		
Ken Alton	At-Large	X	X			
Dan Rudell	At-Large					
Andrew Winter	At-Large	X				
Meg Emmons	At-Large		X	X		

**Staff:** Peter Gregory, Kevin Geiger, Pete Fellows; Lori Kay, Mary Olmo, Meghan Asbury, Geena Baber, Harry Falconer, Jeff Grout, Kyle Katz, Rita Seto, Sydney Steinle, Sarah Wraight

**Guests:** None

**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 – Proposed Bradford and West Fairlee Town Plans review and confirmation review.**

Two Rivers-Ottawaquechee Regional Commission (TRORC) Chief Planner Kevin Geiger provided an overview of the Bradford plan. Stated that Bradford met all criteria working closely with town representative who worked with many community members. With minimal background and few geographics, the format was great. Format and brevity make the plan much more readable for community members. TRORC staff endorses the plan and recommends approval.

West Fairlee Commissioner, Nancy Malmquist, stated that she wanted to thank TRORC for their work on the town’s plan. Sydney Steinle indicated the plan has a more robust energy capacity. West Fairlee’s air and land travel was addressed. Sydney Steinle also discussed West Fairlee’s land use.

Chair Emmons closed the public hearing.

**3. Bradford and West Fairlee Town Plan Approvals and Confirmation of Planning Effort**

On a motion made by Commissioner Echeverria and seconded by Commissioner Colby, the Bradford Town Plan was approved.

On a motion made by Commissioner Belisle and seconded by Commissioner Harrington, the West Fairlee Town Plan was approved.

On a motion from Commissioner Jones, and seconded by Commissioner Bourdon, Confirmation of the Bradford planning effort per 24 VSA, Section 4350, was approved.

On a motion from Commissioner Echeverria, and seconded by Commissioner Malmquist, Confirmation of the West Fairlee's planning effort, per 24 VSA, Section 4350, was approved.

**4. Determination of Energy Compliance for Bradford and West Fairlee**

Chair Emmons opened the public hearing. No comments received. So the hearing was closed.

On a motion made by Commissioner Tegethoff and seconded by Commissioner Echeverria, the town of Bradford's and the Town of West Fairlee's Energy Determination was confirmed and approved unanimously.

**5. Approval of TRORC Board Minutes from October 25<sup>th</sup>, 2023**

On a motion made by Commissioner Jones and seconded by Commissioner Bourdon, the October meeting minutes were approved.

**6. Acceptance of the Unaudited TRORC Financial Reports for October and November 2023**

A motion was made by Commissioner Bourdon, and seconded by Commissioner Colby, to approve the unaudited Financial Reports of October and November 2023. There were no questions. The Motion was approved unanimously.

Gregory noted that as of November 30, 40% of income received and 35% of expenses have been paid. The number of new contracts should have no difficulty meeting TRORC's budget. TRORC has \$850,000.00 budgeted for MTAP with the possibility of fluctuation depending on when expenses are incurred. Based on end of November reports TRORC's net income was \$72,000.00. TRORC finance managers have regularly stayed on top of the status of unpaid invoices.

State has eased restrictions on use of funds for different types of projects.

Commissioner and Treasurer Berger goes in bi-monthly to TRORC to reconcile monthly bank statement with Finance Manager.

## 7. Commissioner Open Discussion

- (a) Commissioners discussed setting up some mechanism to review regional plans and hear appeals on RPC's actions.
- (b) Woodstock discussed deteriorating water infrastructure and school buildings and the funds that would be needed to rectify these issues.
- (c) Discussion on VT policy of vetting land and conservation.
- (d) A discussion was had about local towns' aging population and demographics and what towns can do to bring in younger families.

## 8. Staff Updates

### Staff:

- a) Lori Kay will be retiring in January 2024 and Mary Olmo will be assuming the Finance Manager Position
- b) Bryan Kovalick has joined TRORC as a Planner
- c) TRORC Executive Director Gregory presented Lori with a gift card in recognition of her career at TRORC.

### Act 250:

No updates at this time.

### New Initiatives:

If funded, the Vermont Bond Bank will join efforts with RPCs to provide loans to Towns for their water systems. State ARPA funds are being used for this loan program.

The State has asked TRORC to coordinate a grant program that will help seven Towns affected by the July 2023 flooding. TRORC and five other RPCs will work with the Towns to assess and plan for cleanup of the flooded sites. Additional funds from the State will become available to pay for the actual cleanup costs.

The meeting was adjourned at 8:00 p.m.

Meeting Minutes prepared by:  
Mary Olmo, December 14, 2023

