

**TRORC Annual Board Meeting – King Farm, Woodstock VT**

**DRAFT**

**June 21, 2023 – Annual Meeting Minutes**

**Attendance:**

<b>Name</b>	<b>Town</b>	<b>9/28/22</b>	<b>12/14/22</b>	<b>3/22/23</b>	<b>4/26/23</b>	<b>5/24/23</b>	<b>6/21/23</b>			
Jerry Fredrickson	Barnard	X	X	X	X	X	X			
Steve Cota	Barnard (Alt)									
Paul Vallee	Bethel (Alt.)	X								
Gene Kraus	Bethel			X	X	X	X			
Nancy Jones	Bradford	X	X	X	X	X	X			
Marcey Carver	Bradford (Alt)	X	X	X	X		X			
Lynne Bertram	Bridgewater			X		X				
Gwynn Zakov	Brookfield		X		X	X				
Jon Binhammer	Brookfield (Alt.)									
Carl Pepperman	Chelsea	X		X	X					
Tim O'Dell	Corinth					X				
Peter Berger	Fairlee	X		X	X	X	X			
Mark Belisle	Granville		X	X	X		X			
Monica Collins	Hancock	X			X	X				
Lori Hirshfield	Hartford	X		X	X					
Bruce Riddle	Hartford (Alt)	X		X	X	X				
Charles Jeffries	Hartland	X	X		X	X				
Frank Tegethoff	Newbury			X	X	X	X			
Larry Scott	Newbury (Alt.)									
Brian Loeb	Norwich					X	X			
Jaci Allen	Norwich (Alt.)		X							
Sarah Gallagher	Pittsfield	X	X		X		X			
Anne Brown	Plymouth	X	X				X			
Jim Allen	Plymouth (Alt.)									
Bill Emmons	Pomfret		X	X	X	X	X			
Regina Lawrence	Pomfret (Alt)				X		X			
Chris Sargent	Randolph		X			X	X			
Patricia Harvey	Rochester						X			
Doon Hinderyckx	Rochester (Alt)		X	X		X	X			
David Brandau	Royalton	X		X	X	X	X			
Bushrod Powers	Royalton (Alt)		X		X		X			
Ira Clark	Sharon		X	X	X	X	X			
Sue Sellew	Sharon (Alt.)					X				

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

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

The meeting opened at 7:03 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 June 2022 Annual Meeting**

On a motion made by Commissioner Winter and seconded by Commissioner Gallagher, the June 2022 Annual Meeting minutes were approved unanimously.

**3. Acceptance of the Unaudited May 2023 TRORC Financial Report**

On a motion made by Commissioner Tegethoff, and seconded by Commissioner Sargent, the unaudited May 2023 Financial Report was accepted unanimously.

Gregory reported that the May financials were as expected. TRORC will end the fiscal year in a good financial position. The AR Aging report looks fine as most of the invoices on the report has been paid.

**4. Approval of TRORC’s FY24 Budget**

Gregory provided an overview of TRORC’s proposed budget for FY24. He noted that the annual budget has gone from \$2.5 million in FY23 to \$3.2 million in FY24, largely due to three factors:

- a. The State of Vermont chose TRORC to oversee its new program - the Municipal Technical Assistance Program - which will help underserved Towns apply for ARPA funds. TRORC is administering this three-year project and has enlisted the help of the State’s Regional Planning

Commissions and the Vermont League of Cities and Towns who will work directly with eligible Towns. TRORC will be working directly with eight Towns in the TRORC region – Bridgewater, Chelsea, Granville, Hancock, Pittsfield, Topsham, Vershire and West Fairlee.

- b. Each year TRORC receives core funding from Vermont’s Agency of Commerce and Community Development (ACCD). For FY24, ACCD has increased its funding for TRORC by \$170,000.
- c. TRORC was awarded a four-year contract from the US EPA to continue providing assessments of Brownfields sites. Total funding is \$500,000.

Gregory reported that the FY24 Income is solid.

FY24 expenses reflect the addition of one Planner as well as a replacement Planner for Connor Rigney’s position. Connor will be moving back to Ohio in July.

TRORC is continuing to develop additional Shared Services for the region’s Towns. The input received from this year’s survey was very helpful in helping TRORC focus on the Towns greatest needs.

In FY24, TRORC will transfer \$20,000 to the Two Rivers-Ottawaquechee Regional Foundation. The funds will cover staff time as the Foundation continues to build relationships with other Foundations and respond to funding opportunities. This is why the FY24 Budget Proposal shows \$20,000 more in expenses than income.

On a motion made by Commissioner Tegethoff, and seconded by Commissioner Sargent, the TRORC Budget for FY 24 was accepted unanimously.

#### **5. Approval of Election of Officers for FY24**

Commissioner Fredrickson thanked Gregory for his outreach efforts and the Nominating Committee for their follow-up work securing Officers and Commissioners for the Executive Committee.

Executive Committee:

Bill Emmons, Chair

John Echeverria, Vice Chair

Peter Berger, Treasurer

Nancy Jones, Secretary

Ken Alton, Member at Large for the Executive Committee

David Brandau, Member at Large for the Executive Committee

Nancy Malmquist, Member at Large for the Executive Committee

On a motion made by Commissioner Winter and seconded by Commissioner Powers, the election of the Officers was approved unanimously.

#### **6. Approval of At-Large Board Members for FY24**

Gregory shared that each of TRORC’s At-Large Board members has agreed to serve on the Commission during the coming year.

Members at Large:

Ken Alton, Economic Development

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

On a motion made by Commissioner Berger and seconded by Commissioner Belisle, the election of the Members at Large was approved unanimously.

## 7. **Announcement of FY23 Student Scholarship Awards**

Nancy Jones, Chair of the Scholarship Committee, noted that TRORC received 18 applications and were able to make ten awards in the increased amount of \$1,500 per student. The following students were affirmed as recipients of TRORC's FY23 Scholarship Awards:

John Cassell, Quechee  
Owen Crossman, Woodstock  
Michael Fernandez, Thetford  
Colin Gagner, Fairlee  
Megan Lang, Hartland  
Declan McCullough, Woodstock  
Ella Perreault, Chelsea  
Anthem Philip, White River Junction  
Daniel Smith, South Royalton  
Sean Smith, South Royalton

## 8. **Chairperson/Director Remarks**

Chairperson Fredrickson addressed the gathering, noting that he had enjoyed working with everyone – the Commissioners and the TRORC staff – during his time as Board Chair. He stated that he was particularly proud of TRORC's Investment Management program which involved closing out low-earning Certificates of Deposit and transferring them into a Mascoma Wealth Management account.

Fredrickson also commented on Gregory's leadership in a variety of areas including updating the Regional Plan, the Shared Services survey (with Sydney Steinle's assistance), work on Town Plans, energy projects and the annual IT review, and the housing presentation at the December 2022 meeting at the Woodstock Inn.

Commissioner Emmons followed with his comments, noting his appreciation for how closely Fredrickson had worked with the TRORC staff.

Emmons also thanked Fredrickson for his good work as Board Chair and presented Frederickson with a token of TRORC's appreciation.

### **Presentation**

Meg Mott, former Professor at Marlboro College and expert on the Vermont and US Constitutions, shared her thoughts and research on the intersection of public meetings and the Constitution. She suggested finding a way to withhold a reaction when hearing a difficult message from someone. Instead, she suggested helping that person get their points across by asking clarifying questions. She

also commented that creating relationships with those with different opinions can be helpful to understanding each other's points of view.

The meeting adjourned at 8:01 p.m.

The next Board meeting is expected to take place on Wednesday, September 20, 2023. There may be an opportunity for a Board meeting in either July or August should any Towns request Town Plan Reviews during that timeframe.

Meeting Minutes prepared by:  
Lori Kay, Finance Manager, June 27, 2023