

TRORC
Executive Committee Meeting Minutes
King Farm, Woodstock, VT
April 9, 2025

Attendance

Board Members: Bill Emmons, III, Chairperson; John Echeverria, Vice Chairperson; Nancy Jones, Secretary; Nancy Malmquist; Brian Loeb, Ken Alton

Others Present: Peter Gregory, Executive Director; Kyra Wood, Grants Manager

1. Call to Order, Changes to agenda

Chair Emmons convened the meeting at 3:01pm, a quorum was present.

Additions were made to the agenda item. Brian Loeb added a discussion on the Executive Committee meeting time, and John Echeverria added a discussion on Caroline Sherman-Gordon's letter shared at the last TRORC Board meeting.

2. Public Comment on items not on the agenda

Public not in attendance, no public comments received.

3. Approval of March 12, 2025, Minutes

On a motion made by Nancy Jones and seconded by Ken Alton, the minutes of March 12, 2025, were approved unanimously.

4. Acceptance of unaudited March 2025 Financial Reports

Peter Gregory shared that 75% of the budget year has been completed. Although the accounts receivable show an outstanding invoice for an advance quarterly payment from the Agency of Commerce, it was paid on April 8, 2025. Funds are moving quickly with the Municipal Technical Assistance Program (MTAP), with all funds to be expended by December 31, 2025. TRORC received additional funding from Mount Ascutney Regional Commission to conduct

brownfields assessments. Finances are in good shape, and TRORC continues to accelerate the pace of invoicing, especially on federal contracts.

TRORC staff have begun work on the Fiscal Year 2026 budget for the Executive Committee's review next month.

On a motion made by Nancy Jones and seconded by Ken Alton, the unaudited March 2025 Financial Reports were accepted unanimously.

5. Action on hiring Auditor for three-year period

Peter shared that TRORC goes out to bid every three years for an auditor. This year, TRORC went out to bid with public posts and direct mailings to audit firms. One bid was received from RHR Smith and Company, a firm we have worked with in the past, with an increase in cost from approximately \$14,000 a year to \$25,000 a year.

On a motion made by Nancy Jones and seconded by Ken Alton, the Executive Committee voted to hire RHR Smith and Company for audit services for the next 3 years.

6. Federal Funding Update and Impacts

Peter shared updates, specifically regarding hazard mitigation funding from federal agencies through the State of Vermont. The Building Resilient Infrastructure and Communities (BRIC) grant program, funded by FEMA, has been canceled for the next year. This impacts several aspects, such as Local Hazard Mitigation Plans (LHMPs) with towns and design projects, for which TRORC contracts to provide consulting services. Similarly, the RIVER project collaborates with engineers to curate design materials for hazard mitigation funding. Currently, TRORC is receiving advances for incurred costs, but the State's funding for project applications across Vermont may be at risk.

7. Updates: April Board Meeting, Regional Plan, Vermont and NADO Legislation, Other

Peter proposed not holding the April board meeting, as there is no urgent business to address. The Executive Committee agreed. The May meeting will include Town Plans for review, a discussion on Caroline's letter, and senior staff will provide updates on their major projects.

The Regional Plan Future Land Use mapping is progressing well, with at least a third of the towns having meetings scheduled. Meetings are local and scheduled with the Planning Commission, with other parties invited to attend. Prior to the town meetings, TRORC is holding a regional information session. However, attendance has been low.

Peter is on the Vermont Treasurer's Task Force, which is designed to assist the Treasurer by bringing various perspectives on the impact to inform and guide decisions or actions. There are no major updates to report at this time.

Peter shared that Bill H.421, proposed by Representative Masland, which aims to transition RPCs to councils of government (COGs) over a 2–3-year period, has not yet received a hearing in the House Government Operations Committee. The NADO report suggests that the State of Vermont explore this structure to better enable shared services.

8. Executive session, if needed

No Executive Session.

9. Other

Brian Loeb requested the Executive Committee meeting time is moved up by an hour. Committee members agreed to meet from 2-3:30pm going forward.

The Committee discussed how Caroline Sherman-Gordon's letter to the Board will be addressed. Peter shared that this will be included at a future Board meeting, where senior staff will be in attendance to share their expertise in how this could move forward.

The Executive Committee meeting concluded at 4:29 pm on March 12, 2025.

Meeting minutes prepared by:
Kyra Wood, Grants Manager
April 9, 2025