



# RUTLAND REGIONAL PLANNING COMMISSION

## RRPC EXECUTIVE FINANCE COMMITTEE

MONDAY, FEBRUARY 12, 2024, 5:00 PM

### MEETING MINUTES

#### LOCATION

[Teams Meeting](#), Call in: 1-802-440-1368, Meeting ID: 382 346 158#

In-Person: The Opera House, 67 Merchants Row, Rutland, VT 05701

#### ATTENDANCE

Committee: Erika Berner, Fred Nicholson, Laura Black (V), and Larry Courcelle (V)

Other: Devon Neary

#### CALL TO ORDER

The meeting was called to order by Chair Berner at 5:01 PM.

#### APPROVAL OF FEBRUARY 12<sup>TH</sup> AGENDA

**Motion by Nicholson to approve the February 12<sup>th</sup> agenda. Second by Gibbs. Approved by voice vote.**

#### APPROVAL OF JANUARY 9<sup>TH</sup> MINUTES

**Motion by Nicholson to approve the January 9<sup>th</sup> minutes. Second by Courcelle. Approved by voice vote.**

#### OPEN TO PUBLIC

None present.

#### REGIONAL PLAN UPDATE

- A. Revision 2 of Task 1 was submitted by staff on 2/9/2024. Individual comments are due by 2/16/2024. The committee will meet to review the edits on 2/27/2024 at 1PM.
- B. Engagement is going well with 475 survey responses, 11 pop-up events, one Community Open House, and staff are scheduling focus groups/technical workshops.

#### BOARD OF COMMISSIONERS AGENDA

- A. Neary will not be at the February board meeting due to a vacation abroad. MK will facilitate the meeting.
- B. There is a public hearing and Community Committee meeting for the Hubbardton Town Plan.
- C. There will be no Regional Committee meeting.
- D. December 2023 Financials: Neary reported on the December 2023 financials and highlighted some key line items. For informational purposes only.
- E. Logan Solomon will present on the housing planning program.



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## EXECUTIVE DIRECTORS REPORT

- A. RRPC has an opportunity to move the office to 16 Evelyn Street, on the second floor at the former GRCSU offices. The executive finance committee would like to tour the space on 2/27/24 after the regional plan committee meeting.
- B. RRPC is working on revamping the Town Planning Program to provide more technical support to towns early in the update process. More to come.
- C. RRPC is resurrecting the workforce development program and is going to be seeking long-term funding to support the program. Neary suggested the executive finance committee discuss the future of the program and if it still makes sense to operate under the RRWIB.
- D. RRPC has completed hours projections and cash flow for the second half of FY24 with a plan to spend down all necessary grants.
- E. Neary asked for approval to cash out his accrued comp time for FY24 with a balance of 60.5 hours as of the 1/26/24 payroll. **Motion by Gibbs to approve the comp time cash out. Second by Nicholson. Approved by voice vote.**

## MEMBER UPDATES

Committee members shared updates from their Towns.

## ADJOURN

Adjourned at 5:56 PM

*Respectively submitted by Devon Neary*