

**Mount Ascutney
Regional Commission**

Minutes of Monday, March 21, 2022
MARC Offices, Ascutney, VT
and via Zoom

Commissioners Present: Tom Bock, Chester; Tom Marsh, Windsor; Wayne Wheelock, Baltimore; Terry Carter, Ludlow; Joe Fromberger, Andover; Kathy Rondeau, Reading

Staff Present: Jason Rasmussen, Cynthia Porter, Lisa Comstock

Tom Bock opened the meeting at 12:10 PM.

1. Changes to the Agenda
 - a. Tom Bock asked if there were any changes to the agenda – no changes were brought up.
2. Secretary's Report
 - a. Wayne Wheelock made a motion to approve the minutes of the March 21, 2022 meeting as presented, motion was seconded by Terry Carter. Motion passed unanimously.
3. Treasurer's Report
 - a. Wayne Wheelock made motion to receive the Treasurer's Report of March 2022 as presented. Motioned was seconded by Joe Fromberger. Motion passed unanimously.
 - b. Cynthia reported on opening sweep accounts for the EPA RLF, ACCD Brownfields and J&L Demo accounts. Cynthia explained when an account balance totals more than \$250,000, the funds are no longer covered by FDIC insurance coverage. Cynthia spoke with a representative at the bank who recommended we open sweep accounts. Joe Fromberger indicated the Budget Committee discussed this, and they support opening sweep accounts as recommended. Action is only required by the Investment Committee; however, staff wanted to bring this measure to the board's attention. Tom Bock asked if there was any objection to proceeding – none were voiced
4. Revised Budget FY22
 - a. Jason Rasmussen and Cynthia Porter presented the revised budget. Cynthia advised the auditors look for discrepancies between the budget and the actual and these discrepancies are reported in the audit. Cynthia reported revenues were down for EPA and Water Quality, as these projects did not occur. Because of this the expense for Professional Services also was reduced. Cynthia said some expected grants that were not received, were part of the reason for needed revisions. These revisions are to clean up the budget for the up-coming audit.

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- b. Jason Rasmussen highlighted, from Page 1, the deferred inflow, carried over from the previous fiscal year, accounts for much of the projected surplus this fiscal year. And, from page 2, the projected surplus is \$ 99,212.00. He suggested this surplus be moved into the building fund and to be used for building improvements, like the furnace, other maintenance or conversion into an apartment(s).
 - c. *Terry Carter made a motion to accept the revised budget as presented, seconded by Tom Marsh. Motion passed unanimously.*
5. Appoint two new members to the Brownfields Steering Committee
- a. Jason Rasmussen indicated that the Brownfields Steering Committee is looking for a couple of new members, possibly including a non-Commission member, such as a Town Manager. Joe Fromberger voiced strong opposition to a non-Commissioner serving on the Committee since they are now authorized to award small assessment funding amounts.
 - b. Jason will send around the existing committee membership list. Please review your memberships and identify changes that you would like to make, including membership on the Brownfields Steering Committee.
6. Review Regional Plan Drafts
- a. Jason Rasmussen discussed the draft Economic Development Chapter that Rachel provided along with a memo that describes changes per the Regional Plan Subcommittee. Recent comments from Joe Fromberger and Tom Marsh have been addressed. Joe Fromberger asked to spell out SWOT (Strengths, Weaknesses, Opportunities, Threats) on page 10.
 - b. *Tom Marsh made a motion to accept the Economic Development Chapter with the change on page 10 and include it in the final draft Regional Plan for adoption later this year. Second by Wayne Wheelock. Motion passed unanimously.*
7. Old Business
- a. Jason Rasmussen introduced Lisa Comstock, the new Administrative Assistant. She will be helping out with meeting minutes.
8. Adjourn
- a. *Joe Fromberger made a motion to adjourn at 12:35 p.m. Seconded by Wayne Wheelock. Motion passed unanimously.*

Respectfully submitted,

Lisa Comstock