



**Connecticut River Joint Commissions
Executive Committee Meeting –
Monday, May 14, 2015
1:00 – 3:30 PM**

Present: Rick Walling, Tara Bamford, Jason Rasmussen, Jim McClammer, Mary Sloat.
Staff Pat Crocker.

Chair Rick Walling called the meeting to order at 1:15 P.M.

Minutes of March 16, 2015

Tara Bamford and Mary Sloat seconded a motion to approve the minutes as corrected.
Vote Unanimous.

April Financials and 990

The April 2015 Financials and 990 were reviewed. A minor error on the program description on the 990 was noted. Staff will contact auditor to have that corrected. The auditor will submit the form electronically.

Byway Sign Project

Tara Bamford moved to approve the TRORC invoice for the sign. The invoice for the TRORC consulting the sign project was tabled until Jason Rasmussen can confirm that it will be reimbursed by Vtrans as this was the first time the Executive Committee and staff were made aware of this. Jim McClammer seconded. The motion carried.

TRORC had also sent a contract amendment for an entire year. Discussion followed on the Agreement and the need to understand why it is a one-year agreement and understand the remaining financial obligations for CRJC. Before this is approved, additional information would have to be obtained as it was the CRJC understanding that the project had been completed with the sign correction.

Annual Meeting Planning

The suggested theme will be Partnership. CRJC is inviting Watersheds United and CRWS to be speakers. Tara will confirm speakers. Tara Bamford is working on nominating committee for Vermont. The meeting is for Monday, June 15 at 2:00 PM at the Kilton Library in West Lebanon, NH

Discussion followed about Commissioner responsibilities cited in the Bylaws and meeting attendance. The Executive Committee would like to have each Commissioner make a commitment to participate in the local river subcommittees around their region and to volunteer for key committee posts to help accomplish the work of CRJC.

Discussion followed about having Mary Sloat become the UVLSRPC representative as she is now a resident of Hanover, and open up an at large seat for NH which may be easier to fill. Staff will look into this with Nate Miller.

Draft Budget/Work Plan for the Coming Year

This topic was tabled pending a decision on the administrative proposal submitted by UVLSRPC and NCC.

Lidar Data Acquisition for NH DES

The discussion followed. Commissioner McClammer had drafted a letter which was reviewed. Mary Sloat moved Jason Rasmussen seconded a motion to approve the letter and send it. Motion carried. Staff will prepare letter for President Walling's signature and post it immediately following the meeting.

Tara Bamford left the meeting for the discussion of the proposal as NCC was a participant with UVLSRPC.

Review/Rate RFP/ Notify Proposer

Discussion of the proposal and the reviewer ratings followed. Jim McClammer moved and Jason Rasmussen seconded a motion to accept the proposal as presented.

FY 16 Budgets /Workplan

The budget and workplan draft were revisited. Key committee work necessary to move CRJC forward in the coming year was discussed. Mary Sloat moved and Jason Rasmussen seconded a motion to create a draft workplan based on the one presented in the UVLSRPC/NCC proposal. Motion Carried.

The project budget was then reviewed. Discussion followed on the importance of a strong Development Committee to seek additional funding opportunities. Mary Sloat moved and Jim McClammer seconded that the proposal budget be used as the basis for a draft fiscal year budget. Motion Carried.

Staff will prepare draft documents and circulate them to the Committee. UVLSRPC and NCC will be notified of their successful proposal.

The next Executive Committee meeting will be scheduled in July.

Mary Sloat moved and Jason Rasmussen seconded a motion to adjourn at 3:15 PM.

Adopted: July 20, 2015