



**Connecticut River Joint Commissions
Executive Committee Meeting –
Monday, January 5, 2015
2:00 – 4:00 PM
10 Water Street, Suite 225, Lebanon, NH 03766**

Present: Commissioners Jim McClammer, Tara Bamford, Richard Walling, Jason Rasmussen, Samantha Holcomb. Staff: Patricia Crocker

Convene

President Walling convened the meeting at 2:10 p.m.

Financials – Review New Format

Greg Somoff briefed the Commissioners on the format he has developed for the financials and explained each of the accompanying report pages. Commissioner Bamford thanked him for the clarity of the new report format and for the modification of billing procedures to share expenses commensurately between two states each month.

Approval of November 5, 2014 Executive Committee Minutes

Jim McClammer moved and Tara Bamford seconded a motion to approve the minutes. An amendment to correct the minutes referencing the proposal rather than RFP in two instances was suggested. Jim McClammer moved to accept the correction, seconded by Comm. Bamford. No objection to the amendment was made. Vote: Minutes adopted as corrected.

Retreat Planning for the February Commission Meeting

Discussion of the retreat format, location, date, and facilitator followed. A number of locations in and around the Lebanon area were discussed as possible venues. Dates proposed were February 20 or 21 depending on facilitator and venue availability.

The facilitator will typically conduct some pre-retreat interviews and help establish an agenda and goals for the day. Commissioners believe that the day's objectives will include an up-date and prioritization of the items in the strategic plan. It was agreed that this will need to be preceded by a review of activities that have been undertaken on each item, including the work of the Subcommittees ; the outcome of this exercise would provide the basis for development of a revised request for proposal for program and administrative services going forward.

Copies of emails sent to Comm. Bamford from three well-regarded facilitators were reviewed. Commissioners prioritize among the three respondents to the initial inquiry. Based on these, the Commissioners proposed that Comm. Bamford be authorized to negotiate an agreement with the facilitator depending upon availability and budget constraints. Comm. Rasmussen moved and Comm. Holcomb seconded that motion. Vote: Unanimous.

Comm. Bamford will work with staff on the final details and logistics.

Other Business

Comm. McClammer suggested a CRJC follow-up letter regarding the VT Shoreland Protection Act suggesting that impoundments on the southern end of the Connecticut should also be covered by the Act which currently only specifically references the Comerford and Moore Dam impoundments are subject to the shoreland protections.

Following discussion, the consensus of the Commissioners was to involve local advisory committees. Comm. McClammer offered to draft a letter for Executive Committee review.

Adjourn

Comm. McClammer moved to adjourn at 3:55 p.m. seconded by Comm. Rasmussen.

Next Executive Committee Meeting

The next meeting of the Executive Committee will be as soon as possible following the February retreat in order to issue a timely RFP, if that is the direction that is to be taken.

Accepted: March 16, 2015