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**Southern Windsor County  
Regional Planning Commission**

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Minutes of Monday, July 26, 2017  
SWCRPC Offices, Ascutney, VT

**Commissioners Present:** Tom Bock, Chester; Peter Daniels, Weathersfield; Wayne Wheelock, Baltimore; Etienne Ting, Cavendish; Tom Kenyon, West Windsor; Tom Marsh, Windsor; Kathy Rondeau, Reading.

**Staff Present:** Tom Kennedy and Jason Rasmussen.

Tom Bock opened the meeting at 12:00 PM.

1. Changes to the Agenda
  - a. None
2. Secretary's Report
  - a. *Peter Daniels made a motion to approve the June 19, 2017 Secretary's Report. Second by Wayne Wheelock. Motion passed.*
3. Treasurer's Report
  - a. *Tom Kenyon made a motion to accept the June 2017 Treasurer's Report. Second by Peter Daniels. Motion passed.*
  - b. *Peter Daniels made a motion to pass a resolution removing Carol Lighthall and adding Kathy Rondeau as an authorized signer of checks, effective immediately. Second by Etienne Ting. Motion passed.*
4. Approve FFY 2018 Transportation Work Program
  - a. *Etienne Ting made a motion to approve the FFY 2018 Transportation Work Program as recommended by the Transportation Advisory Committee. Second by Kathy Rondeau. Motion passed.*
5. Approve Procurement Self-Certification
  - a. *Tom Kenyon made a motion to approve the Procurement Self-Certification Form as presented. Second by Etienne Ting. Motion passed.*
6. Adjourn
  - a. *Peter Daniels made a motion to adjourn. Second by Wayne Wheelock. Motion passed. The meeting was adjourned at 12:15 PM.*

Respectfully submitted,

Jason Rasmussen