

## Executive Committee Meeting

November 18, 2009

Commissioners Present: Peter Daniels, Don Barrett and Hal Pyke

Staff Present: Cynthia Porter and Tom Kennedy

**Revised Budget:** Cynthia and Tom reviewed the revised FY 10 budget with the Commissioners. The Committee didn't see any problems and the revised budget will be presented to the full board at the next RPC meeting.

**Planner Position:** Tom told the Committee that the RPC has received approximately 80 resumes for the planner position. He said that he would begin short listing them soon and would hope to have personal interviews before the end of the year.

**Salary Adjustment for Staff:** Tom requested salary increases for the staff given the stronger financial position of the RPC. The Committee agreed to the increases effective January 1, 2010.

**Holiday Party:** Tom asked the Committee for permission to host a Holiday party this year. The Committee agreed and said the Commission should keep the cost under \$2000.00

**Audit Report:** The draft audit was presented to the Committee. The Committee was asked if one of the auditors should attend the next RPC meeting to present the audit, the committee agreed as long as there was no additional increase in the audit fee, Tom said that he didn't think there would be any additional fee.

**Energy Program Update:** Tom stated that the application for the DOE Energy funding has been submitted and we are awaiting acknowledgement from the Dept. of Energy. The application to the Department of Public Service for municipalities is due December 8, 2009. Tom requested of the Committee that a subcommittee be formed to help guide the Tom in the development of this new program.

**Town Highway Program Bridge Priorities:** Jason asked Tom to discuss with the Committee a timing issue that he has with the submission of the priority list. In the past the RPC has endorsed, the action of the TAC, but this year, there not enough time between when the list needed to be submitted to VTRANS and the next RPC meeting. Did the Committee feel it was necessary to endorse the action of the TAC, they did not believe it was necessary and stated that in the past, the TAC has acted responsibly.

Respectfully submitted,

Tom Kennedy

