

NORTH COUNTRY COUNCIL BOARD OF DIRECTORS MEETING MINUTES

Thursday, November 18, 2021
In Person Quorum is Needed
Franconia Town Hall
421 Main Street, Franconia, NH
2:00 p.m. to 4:00 p.m.

BOARD MEMBERS PRESENT VIRTUALLY: Paul Robitaille, Chair; Robin Irving, Vice Chair; Jennifer Fish, Treasurer; Mark Decoteau; Mark Dindorf, Ben Gaetjens-Oleson; and Carl Martland.

STAFF MEMBERS PRESENT: Michelle Moren-Grey, Executive Director; and James Steele, Financial Manager

OTHERS PRESENT VIRTUALLY: Jen Connors, RKO.

Call to Order

Chairperson Robitaille indicated that nothing can be voted on, as there is no in-person quorum. He called the meeting to order at 2:02 p.m.

- **Attendance**

Roll call was taken.

Minutes October 14, 2021, Meeting

Tabled not completed.

Financial

- **Bank Account Authorizations (Woodsville Guaranty) Tentative**

Tabled, as there is no quorum in-person.

- **Audit Presentation (RKO Certified Public Accountants)**

Jen Connors made the audit presentation to the Board. She went through a PowerPoint presentation. She touched on a few key points:

- Audit was performed the week of July 12th, 2021
- Final reports were issued on September 1st, 2021
- Audits tests numbers as they appear in financial statements, as well as additional testing under Government Auditing Standards: compliance with laws, regulations, contracts, and grant agreements. Tests concluded there were no material weaknesses.

She continued to explain the findings and individual line items of the audit. Michelle Moren-Grey indicated that the payroll signatures were corrected to include electronic signatures.

- **Review of Financials**

James Steele went over the October financial report. He touched on a few key points:

- Profit of \$8800.
- Ended the year with \$36,000 of profit.
- Cash in operating account went down by \$24,739.

He continued to go through the rest of the financials. Ms. Moren-Grey explained the payment to DOT to the new Members of the Board.

Other Business

- **Update Solid Waste Letter**

Ms. Moren-Grey stated that she drafted the letter. She spoke about the discussions she had with Kayla regarding what is included in the letter by way of projects that they are pointing to and explained their rationale for not pointing out specific projects. She added that this draft letter has been sent to the Board and requested that they provide feedback regarding the letter to her. She posed the option of providing a share link so that comments can be made on that version in order to expedite the redrafting of the letter.

Board Member Tinder noted that he didn't receive the draft letter and requested if it was forthcoming. Ms. Moren-Grey responded that it came out this morning and that she'll resend it, along with the share link.

Board Member Martland voiced his opinions regarding the draft letter, noting that the references to the plans was appropriate. He spoke about the reference to the 2015 Transportation Plan.

Board Member Dakota inquired regarding the first paragraph, and specifically the third sentence, and what was meant by it. He noted its awkwardness. Ms. Moren-Grey and Board Member Martland responded with the rationale for the sentence.

Board Member Dakota inquired whether the other Regional Planning Commissions where there are solid waste facilities have a seat on the Solid Waste Working Group, and, if so, does NCC, and if not, why not? Ms. Moren-Grey responded that she did not see any other RPCs on that Committee. Board Member Dakota added that the RPCs should be included so they can provide their input to the Committee. Further discussion was had regarding steps to take to address this.

- **Transportation Program**

Ms. Moren-Grey stated that Katie, the Transportation Planner, left NCC last week. She noted that they just hired a Planner, Nick Altanega (?). She provided a background of his experience. She added that his anticipated fulltime date will be January 3, 2022, with part-time work commencing as his schedule allows.

Board Member Martland inquired whether there is any pressure to complete the original Transport Plan. Ms. Moren-Grey responded that she spoke to DOT prior to the last TAC meeting, wherein they had asked if things in the Plan could be revisited. She further went over the conversation that she had with DOT. She went on to say that she's anticipating Nick will begin the comparing and contrasting of the old Plan and the new Plan in order to move in the direction of finding a balance between them.

Board Member Tinder asked whether the passage of the recent Infrastructure Bill had any impact on the transportation planning and whether or not that's being factored into the equation. Ms. Moren-Grey answered that the Infrastructure Bill is still being unpacked and they are looking into what it will affect, if anything.

She speculated as to what items may be addressed by the Bill. She noted that the Bill was somewhat anticipated in the Ten-Year Plan.

Board Member Martland spoke about a byways workshop that he attended, specifically regarding a discussion he had about updating Corridor Management Plans and the takeaway he got in terms of updating plans in general.

Board Member Dakota suggested allocating at least one meeting a year in order to review the Transportation Plan, where it may not necessarily be amended, but updates could be performed on it, and he explained his rationale for doing so. Discussion was had regarding the need for updating the Transportation Plan annually.

- **New Items**

- Vice Chair Irving indicated that the DOJ Cops Grant only funded four Officer positions in the State of New Hampshire, and Northumberland received two of those four Grants. She went over what the Grant encompassed. Discussion was had regarding whether Academy training was included in the permitted Grant spending.

- Board Member Martland indicated that the Byways Council has announced the two awards. He went over the awards that were announced.

Nonpublic Session under RSA 91-A:3, II

None.

Public Comment

None.

Adjourn

Chair Robitaille adjourned the meeting at 3:00 p.m. and stated that the next meeting is in January 2022.

Respectfully Submitted,

Victoria O'Connor, Recording Secretary
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