



EXECUTIVE COMMITTEE
Tuesday, September 4, 2018
 4:00 p.m.

Change of Location!

Central Vermont Chamber of Commerce Committee Room, 963 Paine Turnpike, Berlin

Page **AGENDA**

- 4:00¹ **Adjustments to the Agenda**
Public Comment
- 3 4:05 **Financial Report** (enclosed)²
 Review June 30 financials.
- 11 4:15 **RPC Finance**, Nicole Sancibrian (enclosed)
 Review cash flow projection. Training on understanding indirect costs.
- 17 4:45 **Contract/Agreement Authorization** (enclosed)²
 - 21 a) VT Agency of Transportation – FFY18 Transportation Planning Initiative Amendment
 - 24 b) Nicole Sancibrian – Accounting Services Amendment
 - 25 c) Town of Worcester – Class 4 Road Demonstration Amendment
- 26 4:50 **FY19 Budget Adjustment** (enclosed)²
 Approve budget adjustment to reflect State allocation carryover and other changes
- 35 4:55 **SEP – Individual Retirement Accounts Contribution Agreement** (enclosed)²
 Authorize the Executive Director to sign IRS Form 5305-SEP.
- 37 5:00 **Policies & Procedures** (enclosed)²
 - a) Employee Use of Credit Cards or Charge Accounts Policy
- 42 5:10 **Committees** (enclosed)²
 Designate, or recommend the Commission designate, the Town Plan Review Committee as committee of jurisdiction for municipal energy plan certification.
- 43 5:15 **Emerging Issues Briefings** (enclosed)
 - 44 a) Office air conditioning
 - 45 b) Fiscal agent request
 - 46 c) ANR update to indirect rate policy
 - 47 d) Potential State proposal to move VTrans offices to E.F. Knapp Airport in Berlin
 - 47 e) Municipal Plan approvals
- 48 5:50 **Consent Items** (enclosed)²
 - a) Meeting Minutes – July 2, July 10, and July 16, 2018

¹ All times are approximate unless otherwise advertised

² Anticipated action item

- 54 b) Executive Director Report
- 55 **5:55** **Commission Meeting Agenda** (enclosed)²
- 6:00** **Anticipated Executive Session – 1 V.S.A §313(3), Personnel** (enclosed)
- 6:15** **Adjourn**

Next Meeting: Monday, October 1, 2018