



Monday, September 26, 2022
8:30 AM

FINAL MINUTES

Board Members: Steven Locke (Chair – South Burlington), Aaron Frank (Vice Chair – Colchester), Erik Wells (Williston), Derek Libby (Burlington), Michaela Foody (Milton), and Elaine Wang, (Winooski).

Attendees: Others present: Charlie Baker (CCRPC – Acting Secretary), Renee Marshall (Colchester), Patrick Foley (Williston Police), Aaron Collette (Williston Fire), Shawn Burke (South Burlington Police), Michael Nosek (Colchester Dispatch), Greg Yandow (South Burlington); and Mike Mott (South Burlington).

1. Call to Order/Welcome

Locke called the meeting to order at 8:30am.

2. Agenda Approval

Frank moved the agenda as presented. Wells Seconded. All in favor. Motion carried.

3. Public comment

none.

4. Approve August 29, 2022, meeting minutes

Wells moved acceptance of the minutes as presented; Frank seconded. All in favor. Motion carried.

5. Update on State grant process

The Commissioner was going to give an update to Joint Fiscal in September but it got pushed to November. Expecting to hear the Department's decisions in early October.

6. Update on Federal grant award/grant process

Frank reported that the grant application has been submitted. There is not an award notice yet. Colchester has retained staff to work on this application. Motion from Frank moved that the CCPSA Board approve the Town of Colchester to provide staff to manage procurements related to a federal grant, for which Colchester will be reimbursed at a rate of \$70 per hour, not to exceed 300 hours. Seconded by Wells. All in favor. Motion carried.

7. **Treasurer's Report** – Wells provided an update that there have been a few small expenses in FY 23 to date. Cash on hand is approximately \$350,000. Burlington is holding capital funds in escrow. Members are beginning to incur real expenses.

8. **Member Appointment** – Received documentation from Burlington formally appointing Derek Libby as the City's representative.

9. **Other Items** – Office fit-up. Received an update from South Burlington. Going to need detailed plans for fit-up from an architect prior to starting construction.

10. **Next meeting** - The next meetings are scheduled for October 24th and November 28th at 8:30am in South Burlington City Hall.

11. Executive Session, Executive Director benefits and compensation

Frank moved, Wells seconded, to find that premature general public knowledge of the CCPSA's contract with an executive director, service contracts and real estate would clearly place this Board at a substantial disadvantage, because the Board risks disclosing its negotiation strategy if it discusses the proposed contract terms in public. All in favor. Motion carried. Frank moved, Wells seconded, that we enter into executive session to discuss the Board's contract with an executive director, service contracts and real estate under the provisions of Title 1, Section 313(a)(1)(A), Executive Sessions, of the Vermont Statutes. All in favor. Motion carried. Frank moved, Wells seconded, exiting executive session with no action taken. All in favor. Motion carried.

12. Adjourn

Wells moved, and Frank seconded, to adjourn the meeting at 10:10 am. All in favor. Motion carried.

Respectfully submitted,

Charlie Baker

Acting Secretary