Commissioners Present: Piet van Loon (Chair), Greg Brown, Tom Consolino, Jack Cunningham, Alan LaCombe
Excused: Jodi French, Norm Wright, Lew Sorenson, Denis Pinkernell, Carolyn Partridge
Staff Present: Chris Campany
There was a not a quorum with 5 Board members present.
Convened: 7:03PM

Secretary’s Report for August 9, 2016: On a motion by T. Consolino, seconded by A. LaCombe, the Secretary’s report was approved.

Secretary’s Report for August 30, 2016: On a motion by J. Cunningham, seconded by G. Brown, the Secretary’s Report was approved.

Treasurer’s Report for August 31, 2016: On a motion by T. Consolino, seconded by J. Cunningham, the Treasurer’s Report was approved.

Final Review of FY 2018 Assessment Letter to Towns: Executive Director Chris Campany explained that Guilford Commissioner Katie Buckley had suggested helpful edits from the perspective of town staff. Chris also provided examples of what the two year town by town activity summaries contain. These summaries will be posted on the town pages of the WRC website. The letter as revised was supported by all in attendance.

Windham Wood Heat: ED Campany explained that the executive committee of the Windham Wood Heat Project, which is funded through the Vermont Clean Energy Development Fund (CEDF), would like for the WRC to assume control of and responsibility for the project’s ongoing operation and management. On a motion by J. Cunningham, seconded by T. Consolino, there was a unanimous vote for the WRC to assume control of and responsibility for the program.

Review of Proposed Windham County Renewable Energy Grant Program: ED Campany reviewed the minor changes to the proposed program by the Energy Committee to the draft that was provided to the Full Commission. The draft program was supported by all in attendance.

Taking Minutes at Executive Board and Full Commission Meetings: ED Campany explained that Ashley would no longer attend Executive Board and Full Commission meetings as it is an inefficient use of staff time. He asked if Secretary T. Consolino would be willing to help coordinate Commissioner volunteers to take notes for the meetings. After discussion it was agreed that the best solution was for Executive Board members to volunteer taking notes at their meetings and those of
the Full Commission, and that another volunteer at Full Commission meetings to ensure all attending sign the attendance sheet. ED Campany agreed to provide a template for the notes.

**October Social Gathering as Part of Full Commission Meeting:** ED Campany explained that he had been asked to organize a social gathering for Commissioners and staff. He suggested that it be part of a regular Full Commission meeting; that the first hour be given over to visiting with one another with heavy hors d’oeuvres provided, and that the second hour be the business meeting and perhaps a guest speaker. He explained the reasoning behind this format related to feedback from the most recent Commissioner surveys which indicated a desire to have more social interaction but that it preferably not require an additional meeting or additional time commitment. Everyone in attendance supported the idea.

**New Appointments:**
1. Stephan Chait (Halifax) was appointed to the Planning Coordination and Project Review Committees.
2. Everett Wilson (Halifax) was appointed to the Natural Resources and Energy Committees

**Committee Reports:**

- **Project Review:** PRC Chair J. Cunningham gave an update on the Hermitage proceedings. WRC has not filed any responses since April. There continues to be conflict over the applicant’s control of the airport and east tract properties.

**Brownfields:**

**Community Development:**

**Energy:**

**Finance:**

**LEPC:**

- **Natural Resources:**
- **Nominating:**
- **Planning Coordination:**
- **Public Policy & Legislative:**
- **Transportation:**

**Meeting Adjourned: 8:37 p.m.**

Respectfully Submitted,
Chris Campany