



NORTH COUNTRY COUNCIL BOARD OF DIRECTORS MEETING MINUTES

Thursday, September 17, 2020
Virtual Video & Phone
2:00 p.m. to 4:00 p.m.

BOARD MEMBERS PRESENT: Doug Grant, Chair; Paul Robitaille, Secretary; Jennifer Fish, Treasurer; and Robin Irving, Vice Chair; and Carl Martland.

STAFF MEMBERS PRESENT: Michelle Moren-Grey, Executive Director; and James Steele, Finance Manager & Special Project Planner

Call to Order

Chairperson Grant called the meeting to order at 2:02 p.m. He read the call to meeting required language. A roll call was taken of all of the participants.

Minutes August 20, 2020 BOD Meeting

MOTION: Board Member Robitaille moved to accept the Minutes of August 20, 2020, as presented. It was seconded by Chairperson Grant.

Chairperson Grant: I think it's good.

Board Member Robitaille: Yes

Board Member Fish: Yes

Vice Chair Irving: I abstain. I wasn't present.

The motion carried. (3-1-0).

Non-Public Session: Pursuant to RSA 91-A:3, II(a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

MOTION: Board Member Robitaille moved to enter the nonpublic session. It was seconded by Board Member Fish.

Chairperson Grant: Yes

Board Member Robitaille: Yes

Board Member Martland: Yes

Board Member Fish: Yes

Vice Chair Irving: Yes

The motion carried. (5-0-0). The Board entered into a nonpublic session at 2:07 p.m. The Board returned to public session at 2:28 p.m.

Financial Report

- **Treasurer's Report - August 2020**

Michelle Moren-Grey screen-shared the snapshot. James Steele touched on a few key points:

- \$9,600 Profit Year-to-Date
- Caution: We are going to owe DOT for overcharging on indirect
- Current on all expenses.

Mr. Steele continued to go over the snapshot. Discussion was had regarding the snapshot. Ms. Moren-Grey inquired regarding the current snapshot and if the Board had any suggestions for additions/corrections. Discussion was had regarding ways to improve the snapshot.

Annual Meeting

- **Update**

Ms. Moren-Grey indicated she reached out to Anne at the Forest Society, who is excited to be presenters at the Annual Meeting. She added they are pending review, as far as the date and how they want to organize that, whether it's going to be just a straight presentation or whether there will be a Q&A session included. She is awaiting further response from Ann and anticipates everything being resolved by the end of the next week. Discussion was had regarding other protocols to take place during the meeting.

Other Business

- **Staffing Update**

Ms. Moren-Grey indicated NCC had brought on a gentleman to be the Economy Recovery Coordinator and he decided that was not going to be a good fit for him and declined the position, as he wanted to return to field work. She noted that Stacy Doll is currently working part-time as a Community Resiliency Coordinator and she has decided that she would like to take on the role for two years as the full-time Economic Recovery Coordinator, as of October 5th, 2020. She provided background regarding Ms. Doll.

She noted that they are looking to hire on an Outreach Coordinator that would be funded partly through project funding and would be connecting to any of the outreach components that they need to do that's associated with a project. She outlined the job responsibilities and attributes one should possess who would be hired on. Mr. Steele indicated that all these positions were already included in the budget.

- **COVID Update**

Ms. Moren-Grey indicated that there are continuous updates that are being reviewed. She laid out the protocols that are being followed in the office, as well as steps they may need to take to increase personnel in the building, including any costs associated and issues that may arise from the reconfiguration of the space.

- **NCCDC - Discussion**

Chairperson Grant gave a brief overview of the status of NCCDC, as well as the consensus that has been reached to shut it down. He recommended all Board Members to volunteer to be on the Board of Directors for NCCDC in order to effectuate a proper dissolution of the organization.

Ms. Moren-Grey added that she and Mr. Steele have done their due diligence in researching what would be proper procedures in dissolving the organization. She laid out the procedures that need to be followed. Discussion was had regarding past practice and the issues that arose, as well as the rationale behind dissolving the organization.

- **Other**

Vice Chair Irving shared a story about a recent event, as well as the current status of the monorail which is desired to go from Northumberland to Jericho.

Board Member Martland inquired regarding byways, specifically funding towns for small byway projects. He made the suggestion that the Byway Council could seek nominations for outstanding pull-off improvement, or byway pull-off of the year, and then an award be given to the winner, which could include a plaque, funding for improvement projects throughout the year and/or \$1,000 cash award that could be given to the Conservation Commission or the local Historical Society, or the Garden Club, etc. Discussion was had as to how this process would be structured and who would head the process, as well as issues that may arise.

Board Member Robitaille gave an update regarding the Town of Gorham. Discussion was had regarding the EPA technical assistance grant.

Adjourn

MOTION: Board Member Fish moved to adjourn the meeting at 3:30 p.m. It was seconded by Vice Chair Irving.

Chairperson Grant: Yes
Board Member Robitaille: Yes
Board Member Martland: Yes
Board Member Fish: Yes
Vice Chair Irving: Yes

The motion carried. (5-0-0).

Respectfully Submitted,

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