



## MINUTES OF SPECIAL MEETING OF NOVEMBER 1, 2021

### Members or Representatives in Attendance:

Barkhamsted, Don Stein  
Goshen, Bob Valentine  
Canaan, Henry Todd  
Norfolk, Matt Riiska  
Harwinton, Mike Criss

### Others present:

Robert Phillips, NHCOC  
Jocelyn Ayer, NHCOC

Determination of Quorum and Call to Order. Chairman Don Stein called the meeting to order at 2:09 PM

Discussion of Alternatives for Task Completion in the Approved COG Workplans for the Remainder of the Fiscal Year Due to Staffing Changes. Jocelyn Ayer described the proposal to pass over Economic Development (EcDev) tasks in the approved work plan for 2021-2022 to the current consultant, Betsy Paynter. Her hours would increase from 30 to 35 per week for the remainder of the fiscal year starting on January 1<sup>st</sup> once Jocelyn leaves the NHCOC staff. Discussion ensued on the need to define the future role of the COG while monitoring the work of the consultant over the remaining time frame. Upon a motion (Todd) and a second (Valentine), it was unanimously supported to allow the current consultant to absorb the additional EcDev work over the remaining fiscal year period starting January 1<sup>st</sup>, at the same rate of pay, with an increase in hours from 30 to 35 per week.

Update on Financial/Office Manager Recruitment. A top candidate was identified by unanimous support from the interviewing NHCOC staff. References will be checked and an offer will be made by the Executive Director.

Discussion of Status of Office Enlargement/Modification at NHCOC and Consideration of an Alternative Plan. Discussion ensued on the current status of the office expansion and consideration of an alternative plan where the existing physical footprint would remain the same with modifications within. The consensus was to continue to pursue the enlarged work space.

Administrative Items: Approval of Minutes of the Special Meeting of the Executive Committee - September 2, 2021. Motion (Todd) and second (Valentine) to approve the minutes as presented. Motion passed unanimously.

Adjournment. Motion (Todd) and second (Valentine) to adjourn the meeting at 2:55PM.

