

**TRORC  
EXECUTIVE COMMITTEE**

**King Farm  
Woodstock, VT  
November 9, 2016**

**MEETING MINUTES**

**Attendance:** Bill Emmons, Chair, Jerry Fredrickson, Vice Chair; Bill Edgerton, Nancy Malmquist, Nancy Jones, Treasurer and Peter G. Gregory, Executive Director

**1. Call to Order:**

Chair Emmons convened the meeting at 2:50 p.m. A quorum was declared by the Chair.

**2. Public Comment:**

No members of the public were present.

**3. Approval of October 12, 2016 Minutes:**

It was noted that the draft minutes in October left off the discussion we had on office space needs. Gregory apologized and will add that in. On a motion made by Edgerton, seconded by Jones, the Executive Committee Minutes from the October 12th meeting was approved as amended.

**4. Acceptance of the unaudited October 2016 Financial Reports:**

Gregory and Committee members reviewed the particulars for the month of October. Gregory also distributed an updated list of TRORC investments that included rates and terms. Fredrickson asked that the terms on the CDs be made longer. Gregory went through the Accounts Receivable Report and noted reasons for some delays in being paid. On a motion made by Edgerton, seconded by Jones, the October Financial Reports were accepted as presented.

**5. TRORC Office Space Discussion:**

Gregory and Committee continued their discussion about office space. Fredrickson had had some informal conversations with a broker and Edgerton had heard of a lead he wished to inquire about. The Committee agreed again to allow informal discussion to continue. Gregory updated the Committee on the King Farm's lack of water and how a well had to be drilled by the Vermont Land Trust. Staff hopes that happens soon as the Porta-Potty is becoming a rather cold place to visit.

**6. TRORC Strategic Plan Update:**

Gregory was asked to come to this meeting with three Strategic Plan Action items that he intends to pursue in the next phase of implementing the Plan. These include researching and presenting a plan for establishing a non-profit arm of TRORC with 501©(3) status; initiating the process of TRORC Bylaw amendments in consultation with the TRORC Board and member municipalities to enable TRORC to offer shared services for interested communities; and identifying a new At-Large issue area and person for the TRORC Board to consider for appointment. The Executive Committee agreed that these are good goals for TRORC and for Director Gregory for the next 8 months. Nancy Malmquist suggested she had an attorney in her firm that could assist on the non-profit arm task and will make that contact for TRORC.

**7. Regional Plan Chapters review and Timeline:**

Gregory, Peter Fellows and Committee members reviewed draft changes to Regional Plan definitions, and forestry sections. Peter Fellows also provided some additional text on the Regional Plan's Rural Areas changes. This was distributed at the meeting. Executive Committee member did not have specific comments on the sections provided in the Committee Agenda packet and requested more time. Coupled with the newly received Rural Areas section, Gregory said he would email WORD versions out to the Committee to aid in their review and editing.

Gregory and Committee members also talked about the last full Board meeting and the interest in some to have the Regional Land Use Chapter put off another year. Executive Committee members felt uncomfortable with delays as the Land Use section of the Plan. Work with towns has been underway for some time and a number of community visits have already taken place where TRORC will be incorporating land use boundary changes sought by the municipalities. Gregory and Committee members felt that direct discussions with every town that wants a meeting would yield the best information needed for revisions. This process is above and beyond the statutory minimums for input on Plan changes and is consistent with a Board adopted Policy and Regional Land Use Chapter changes.

A special Executive Committee meeting will be warned for Monday, December 5th to go over edits for the sections of the Regional Plan that will be on the agenda for full Board on December 14<sup>th</sup>.

**8. December Board agenda review and Other Updates:**

Gregory and Committee members discussed the agenda which will include a review of Regional Plan sections; Public Hearings on Town Plan approval and confirmation action for two Towns, Pomfret and Brookfield; and a discussion of the TRORC Brownfields Program.

Given the late hour, other updates were postponed until the next meeting.

**9. Executive Session:**

No Executive Session needed.

Meeting adjourned at 4:40 p.m. Meeting Minutes prepared by:  
Peter G. Gregory, Executive Director, November 17, 2016.