

**TRORC
EXECUTIVE COMMITTEE**

**King Farm
Woodstock, VT
October 11, 2017**

MEETING MINUTES

Attendance: Bill Emmons, Chair, Jerry Fredrickson, Vice Chair; David Brandau, Nancy Jones, Treasurer, Nancy Malmquist and Peter G. Gregory, Executive Director and Kevin Geiger, Senior Planner - staff

1. Call to Order:

Chair Emmons convened the meeting at 3:00 p.m. A quorum was declared by the Chair.

2. Public Comment:

No members of the public were present.

3. Approval of September 13, 2017 Minutes:

Action postponed until the next Executive Committee meeting.

4. Acceptance of the unaudited September 2017 Financial Reports:

Gregory and Committee members reviewed the particulars for the month of September. Gregory indicated to the Committee that he had submitted the FY 17 Audit to the federal Audit Clearinghouse and it was accepted. This is the final step each year. All looks good for the first quarter of this fiscal year. On a motion made by Jones, seconded by Frederickson, the September Financial Reports were accepted as presented.

5. Draft Municipal Roads General Permit (MRGP) letter:

Staff member Kevin Geiger walked the Committee through the enclosed draft letter of comment. Geiger noted that the letter captured the comments from the last Board meeting as well as some staff suggestions. Member Malmquist suggested strengthening the letter by suggesting clearly what TRORC would like ANR to do or to change. Staff agreed to clarify a couple sections, especially around stone lined ditches. On a motion made by Brandau, seconded by Malmquist, the draft letter was approved with changes and will be sent to the full Board for approval on October 25th.

6. Executive Director Goals for FY 18:

Postponed until the next Executive Committee Meeting.

7. **TRORC Investment Strategy:**

Gregory has not yet heard back on our request of the Vermont Treasurer. Gregory will call first of the week to seek a status report.

8. **TRORC Non-Profit arm:**

Gregory indicated that Dee will be moving forward with procuring the legal services we need since the Board voted to move ahead. Stay tuned for next steps for this Committee and the full Board in approving descriptions and documents.

9. **Regional Plan section draft:**

Geiger walked the Committee through his suggested edits on the Resilience section. He recommends it become part of the Land Use Chapter. His goal in the edits was to reduce its size, eliminate redundancy and update a few areas. No changes were recommended by the Executive Committee. The Rural and Conservation Areas section was last discussed by the full Board in January, 2017. It was distributed again and will be on the full Board agenda along with Resiliency for October 25th.

10. **TRORC draft Bylaws:**

Gregory walked Executive Committee members through some suggestions to consider. Discussions by the Committee on term limits and quorum plus more detail on the Shared Services language that Vermont Statute requires ensued. Term limits and Shared Services language was agreed to with the suggestion that a sentence be added indicating Officers can repeat as Officers after being a non-Officer for at least one year. On quorum, after a series of suggestions, one making the quorum size of 15 (failed), then making the size 13 (accepted). On a motion made by Brandau, seconded by Fredrickson, the draft bylaws with a cover memo will be sent out for the Board to discuss on October 25th.

11. **Executive Session:**

No Executive Session needed.

Meeting adjourned at 4:35 p.m. Meeting Minutes prepared by:
Peter G. Gregory, Executive Director, October 20, 2017.