

**TRORC  
EXECUTIVE COMMITTEE**

**TRORC Offices  
Woodstock, VT**

**May 9, 2018**

**MEETING MINUTES**

**Attendance:** Bill Emmons, Chair, Jerry Fredrickson, Vice Chair, Bill Edgerton, Nancy Jones, Treasurer, Nancy Malmquist (by Phone until 4:30 pm.) and Peter G. Gregory, Executive Director, Kevin Geiger, Senior Planner

**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 the April 11, 2018 Minutes:**

On a motion made by Jones, seconded by Fredrickson, the Minutes of April 11, 2018 were adopted as drafted.

**4. Acceptance of the unaudited April, 2018 Financial Reports:**

Gregory and Committee members reviewed the details for the month of April. Gregory noted the Travel line items, the current Accounts Receivable Report and the Agency of Commerce and Community Development (ACCD) line item. Travel has exceeded the budget as the Director has resumed his traveling responsibilities after a hiatus for family reasons. The Accounts Receivable Report was reviewed and it was noted that the receivables are current. Finally, Gregory noted that we have now received our final 4<sup>th</sup> quarter advance on the ACCD contract. The Balance Sheet for April 30 indicated a net income of \$26,000+. On a motion made by Fredrickson, seconded by Jones, the April Financial Reports were accepted as presented.

Gregory noted for the Minutes that a third quarter report on the projects completed was included in the packet.

**5. Preliminary FY 19 TRORC Budget:**

Gregory walked through the first cut of the FY 19 Budget. The draft budget included a very detailed listing of income sources used to support the anticipated expenses. All major sources of revenue are level funded. Our work with ANR is likely to see a 20% cut as the Governor moved a number of General Fund expenses into the Clean Water Fund and this impacted our funding. The proposed budget is down by \$1,000,000 due to the wind down of the home buyout program. The budget does NOT include anything for seeding the anticipated TRORF for the year. Gregory will mention this at the Annual Meeting. A later discussion with the Board can take place as to how much TRORC reserves can be used to start the Non-profit. Executive Committee members asked that the Scholarship line item be boosted to \$8,000 and that a Proofreading consultant be added for the Regional Plan. A final version will be available for the June 13, 2018 Executive Committee meeting.

**6. Regional Plan Chapters review:**

Geiger lead a good discussion on the Land Use sub-Chapters of Rural and of Conservation and Resource sections. Edits were suggested to emphasize to a greater degree that housing is needed and rural areas will be accommodating this new housing as well as Village areas. It was suggested to rename the sub Chapter on Resource Conservation to Forest Conservation. These sections have seen editing work by a proofreader. They will be on the May full Board agenda.

**7. Nominating Committee:**

The Chair with the concurrence of the Executive Committee agreed to appoint Don Bourdon, Charles Jeffries and Ramsey Papp as the Committee. It was noted that Bill Emmons cannot run again as Chair next year due to provisions on term limits in new Bylaws adopted in February. This was agreed to by a motion made by Jones, seconded by Fredrickson.

**8. May Board Agenda Review:**

On the agenda will be a Regional Plan chapters as noted above and a discussion of the status of the effort to set up a TRORC Non-profit.

**9. Executive Session:**

No Executive Session needed.

Meeting adjourned at 5:05 p.m. Meeting Minutes prepared by:  
Peter G. Gregory, Executive Director, June 11, 2018.