



NATURAL RESOURCES BOARD

Dewey Building
National Life Drive
Montpelier, VT 05620-3201

NATURAL RESOURCES BOARD
Minutes of the Monthly Meeting of the Board
TUESDAY, July 12, 2016 9:00 am

Location of Meeting:

NRB – Dewey Building
1 National Life Drive
Montpelier, Vermont 05620-3201

Present at Meeting:

Board Members

Diane Snelling, Chair
William Boyd Davies, Esq., Member
Martha (Marty) Illick, Member
Don Sargent, Member

Staff

Gregory Boulbol, General Counsel
Peter Gill, Associate General Counsel
Kimberley Lashua, Administration Manager
Jessie Davignon, Legal Technician
Mack Jones, Legal Intern

Absent from Meeting:

Dominic Cloud, Member
Lou Borie, Executive Director
Aaron Brondyke, Enforcement Officer
Alexandra Pastor, Program Technician

The regular meeting of the Natural Resources Board was called to order at 9:03 AM on July 12, 2016 at NRB – Dewey Building by Diane Snelling.

I. Approval of the Minutes

Bill Davies made a motion to approve the minutes of the Tuesday, June 14, 2016 meeting with the following ratification and corrections:

- On page 2, top section, "The motion was unanimously approved", required a "second" prior to a final vote, which should be corrected and ratified.
- On page 3, section 2, second paragraph, line reads "regulatory...". The ellipses should be replaced with the phrase, "land use purposes". Diane Snelling seconded the motion and the Board unanimously approved the motion.

II. Opportunity for public comment on non-agenda items



No members of the public attended today's meeting.

III. NRB, Office, and Budget Updates

Budget - Kimberley Lashua gave an update on our year-end budget. We met our Special Fund target goal of \$2,330,897 and exceeded this goal by an additional \$66,922 in Act 250 Application Fees. The additional funds will help us move forward upcoming projects in FY17-18.

SharePoint - We are experiencing some permissions issues associated with the transition to Office 365. Currently non-State employees do not have access to the site. Kimberley will update the Board when issues have been resolved.

Commission Trainings – Two successful trainings were held in June. It was suggested that the NRB prepare an update on our LEAN project. Kimberley will provide the Board and Commissions with a summary in the upcoming weeks.

Paperless - Our go live date is September 1, 2016. However, we still have an extensive checklist to complete beforehand.

Records Management – We are continuing to make progress in developing our policy and will likely have a draft for the Board to review prior to the meeting in September.

IV. Legal Background on executive session, deliberative session, and other business

Mack Jones discussed a memorandum on the difference between executive session and deliberative session and the extent to which the use of "other business" may be used as an agenda item. Information from the Secretary of State's website encourages the use of "other business" on agendas, as this allows time to address issues brought up by public comment and any topics not known at the time the meeting agenda was issued. The NRB will continue to enter into executive session as necessary and appropriate.

Bill Davies asked to have the memorandum available for use at future meetings, and the Board agreed. Mack will update the memo and send the revised version to the Board.

V. Appeals and Enforcement Updates

Greg Boulbol and Peter Gill gave updates on six active enforcement and appellate matters as follows:

Killington/SPLC, Mountain Top, Saxon/BJ's, McCullough Crushing, Inc., Stratton, Inc., and Hinesburg Hannaford.

VI. Executive Session



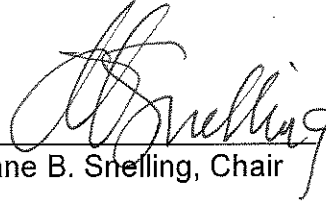
The board did not enter into executive session.

VII. Other Business

Bill Davies reminded the Board that requirement to conduct a roll call vote is not required if the vote is unanimous.

Don Sargent motioned for adjournment. Bill Davies seconded the motion. The Board unanimously approved the motion.

Respectfully submitted,



Diane B. Snelling, Chair

Approved by the Board at its September 13, 2016 meeting.

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