

## **RIDA Governance Committee Meeting Minutes**

February 26, 2019

Lori Pipczynski, Chair  
Tom Cruso  
Anthony Barresi  
Tracy Stark-James  
Richard Ehlers

The meeting was called to order at 5:45pm. Members reviewed the policies and reports of the Agency including webposting of project synopsis procedures and no revisions were recommended. On a motion from Tom Cruso, seconded by Tony Barresi, the Committee voted unanimously to recommend to the Board that the policies be reauthorized with no changes at this time.

A review of the annual board evaluations showed no areas of concern or required actions.

Board members discussed the importance of limiting monthly meeting discussions to agenda items to ensure that no new topics are introduced at public meetings without the proper prior notification, but can be addressed at the next earliest opportunity as an agenda item if requested.

Agency goals were reviewed and no changes were recommended at this time.

The need for an administrative fee to offset Agency expenses necessitated by potential recapture actions was discussed. After deliberations, the Committee recommends that an administrative fee be considered by the Board at a rate of 10% of the total recapture amount. The motion was made by Lori Pipczynski, seconded by Tom Cruso and passed unanimously.

The Committee reviewed newly-introduced legislation at the state level and from the Authorities Budget Office. These will be tracked as they progress through the legislative and regulatory processes. Upon final disposition of these proposals, action will be taken as necessary to ensure compliance.

The Committee also discussed the requirement for a sexual harassment policy. Given the small size of Agency staff and number of board members, Agency counsel and the Executive Director will review the current town policy as a potential model and will explore options for naming individuals in the policy to whom complaints could be filed.

Committee members discussed their desire to provide professional development opportunities to board members focused on increasing the Agency's effectiveness and impact in generating tax revenue and community benefits for the town. Tom and Tracy will meet to develop specifics and to identify an appropriate facilitator and presenters for a March or April event.

On a motion from Tom Cruso, seconded by Tony Barresi, the meeting was adjourned at 7:00pm.