

**Richmond Trails Committee  
10-20-20**

**Draft Agenda**

**Meeting is outdoors at Cochran's Ski Area 7:00 to 8:00pm - bring  
mask and be 6+ feet apart**

**Present:**

- 1. Approve minutes from May meeting**
- 2. Co-chair nominations and election**
- 3. Transportation Comm**
- 4. Check from Christa**
- 5. Jack Linn - present info on Lake Iroquois?**
- 6. Fall projects?**
- 7. Other business**

### Co-Chair responsibilities

- ★ Prepare the agenda (with input from committee members), send to Josh Arneson (Town Manager) at least 48 hours before the meeting.
- ★ Run the monthly meeting
- ★ Keep track of the minutes during the meeting.
- ★ Send draft minutes to Josh within five days for posting on the Town website.
- ★ Send minutes from previous meeting to Committee members prior to the meeting for approval at the meeting.
- ★ Send approved minutes to Josh for posting on the town website
- ★ Field and respond to any input/questions/concerns from the public.
- ★ Connect with any other agencies/committees i.e. Richmond Land Trust, Richmond Mountain Trails, Richmond Rec Comm, VT Parks & Rec
- ★ Connect with the Selectboard on any town trail matters
- ★ Guide the committee on projects and endeavors with the Trails Committee mission in mind
- ★ Complete the annual report, one pager on years activities.
- ★ Notify public via FPF as needed for trails related events and notifications