

LAMOILLE COUNTY PLANNING COMMISSION

BYLAWS

Adopted: September 23, 1981
Amended: February 9, 1988
December 13, 1988
May 14, 1991
April 12, 1994
May 10, 2005
May 8, 2007
April 22, 2008
April 27, 2010
September 24, 2019
March 26, 2020
April 27, 2021
February 22, 2022

Article I. Name

The name of this organization shall be the Lamoille County Planning Commission. The organization shall hereafter be referred to as LCPC. Each city, town or incorporated village within Lamoille County that is a municipality under 24 V.S.A. Chapter 117 is a municipal member of LCPC.

Article II. Organization and Authority

The LCPC is organized pursuant to 24 V.S.A. Chapter 117 and shall have all the powers and duties conferred by law upon regional planning commissions.

Article III. Purpose and Function

A. Regional Plans

The LCPC shall prepare and maintain regional plans related to the development of Lamoille County; it shall work towards the implementation of such plans; and it shall promote the coordination of the planning and development efforts of member municipalities. The LCPC's plans shall take into account the present and future needs of the county, efficient and wise use of its resources, and the economic, social and environmental impact of existing and proposed patterns of regional development and land use.

B. Community Assistance

The LCPC shall coordinate and assist in efforts of community development and planning activities to promote the health, safety and general welfare of Lamoille County. LCPC shall coordinate and assist efforts to develop, promote, and protect the recreational, agricultural, industrial, and natural resources of the county and work for the betterment of social,

economic development, and environmental conditions within the county in coordination with other local partners.

Article IV. Municipal Service Agreements

A. **Voluntary Participation**

Participation by a municipality in a municipal service agreement with the LCPC shall be voluntary and only valid upon appropriate board action, as set forth in 1 V.S.A. § 172 and other applicable provisions of law, including the Open Meeting Law by the legislative body of the municipality. Such an agreement must be approved by the LCPC Board. The LCPC Board has the authority to reject a request to provide municipal services under this section. To become effective, a municipal service agreement shall be executed by a duly authorized agent of the regional planning commission and of each of the legislative bodies of the municipalities who are proposed parties to the service agreement. The agreement may include other parties as may be relevant to a particular service. Any modification to a service agreement shall not become effective unless approved by all parties to the service agreement, including the legislative bodies of all involved municipalities. Such modifications shall be in writing, with a copy provided to all parties to the agreement.

B. **Municipal Service Agreement Contracts**

A municipal service agreement shall describe the services to be provided and the amount of funds payable by, and/or a formula for allocating costs to, each municipality that is a party to the service agreement. Service of personnel, use of equipment and office space, and other necessary services may be accepted from municipalities as part of their financial support and shall be clearly documented in the annual budget for the service approved by the parties to the agreement.

C. **Governance Committees**

When deemed appropriate by the participating municipalities and LCPC, a municipal service agreement may include a governance committee made up of representatives of the participating municipalities and LCPC. If a governance committee is formed, the municipal service agreement shall include appropriate details regarding the responsibilities, voting rights and financial obligations of each member.

D. **Agreement Termination**

All municipal service agreements shall contain a termination date unless some other method of termination is expressly provided in the agreement. Service agreements shall also contain a provision describing how parties may withdraw from the agreement prior to the termination date. The method of withdrawing from and/or terminating a service agreement shall generally be the same as the process for entering such agreement - i.e., by majority vote of the members of the legislative body, subject to other applicable provisions of law. If, however, the service agreement involves multi-year financial obligations or other contractual obligations have been incurred in reliance on the service agreement, the withdrawing party shall withdraw only upon satisfaction of those obligations or mutual written agreement regarding the process to satisfy the same.

The withdrawal provision of a municipal agreement with one municipality shall provide for at least 30 days' notice unless otherwise provided in the agreement.

The withdrawal provision of a municipal agreement with multiple municipalities shall provide for at least six months' notice prior to the beginning of a fiscal year unless otherwise provided in the agreement.

E. Multiple Agreements

Nothing within this section shall limit LCPC's ability to enter into contracts or agreements to provide services with other entities or governmental organizations, including those serving multiple municipalities, within or outside the LCPC Region. Any such contract requires the approval of all parties to the agreement.

Article V. Board of Directors

A Board of Directors shall govern the LCPC. These Directors shall be the Regional Planning Commissioners for Lamoille County.

A. Composition, Voting

The Board of Directors shall be composed of the number of "Municipal Directors" determined in accordance with Article V B(1) and five (5) "County Directors." All Directors shall be eighteen (18) years of age or older and all County Directors shall be residents of Lamoille County, Vermont at the time of their appointment.

Each Director shall have one (1) vote. Approval and adoption of the Lamoille County Regional Plan as well as approval of municipal plans and the confirmation of a town's planning process shall be done by a majority vote of all active, municipal members (excluding county directors). All other business shall be conducted by a majority vote of all members present at a given meeting.

B. Municipal Directors

Each city, town or incorporated village within Lamoille County, which qualifies as a "municipality" under 24 V.S.A., Chapter 117, shall be represented on the LCPC Board of Directors.

1. The legislative body of each qualifying municipality shall appoint one Municipal Director for municipalities with populations between 1-2,500 and two Municipal Directors for municipalities with populations over 2,500 according to the U. S. Census. Qualifying incorporated village populations will be deducted from the total town population for the purpose of calculating voting representation.
2. All Directors shall serve a one (1), two (2), or three (3) year term at the discretion of the governing body of the appointing municipality, beginning on July 1st. Directors appointed to fill a vacancy shall serve until the following June 30.
3. No Municipal Director shall take office until their appointment has been certified, and a term defined, in writing, to the Executive Director of LCPC by the appointing legislative body.

4. It shall be the duty of each Municipal Director to communicate on the activities and actions of LCPC to the legislative body and planning commission of the municipality that they represent, and to act as a liaison between the municipality and LCPC.
5. Municipal Directors shall serve at the pleasure of the appointing legislative body which may, by majority vote of the entire body, revoke the appointment of their Municipal Director at any time.

C. County Directors

Candidates for the five (5) County Directors shall be nominated annually by a nominating committee of the Board of Directors, established in accordance with Article VII B(3) hereof, and following advertisement in the local media to solicit applications. The County Directors shall be elected annually by a majority of the LCPC Board present at the Annual Meeting, provided, however, that not more than two County Directors shall be from the same municipality. Voting by teleconference or any other electronic means that is in compliance with open meeting laws, will be available for members unable to attend in person. In the event of a vacancy of one or more County Directors, a successor shall be elected by the Board of Directors for the remainder of the unexpired term. County Directors shall represent Lamoille County at-large.

D. Conflict of Interest

1. Definition

“Conflict of interest” means a pecuniary interest of a Director or LCPC staff member, or such an interest, known to the Director or staff member, of his or her immediate family or household or of a business associate, in the outcome of any particular matter pending before LCPC. A “conflict of interest” does not arise where the interest is no greater than that of other persons generally affected by the outcome of the matter.

2. Code of Conduct

The staff and Directors have an affirmative obligation to conduct the affairs of their office in such a manner as to instill public trust and confidence. Thus, the staff and Directors shall take all reasonable steps in the conduct of their duties on behalf of LCPC to avoid any action or circumstance, whether or not specifically prohibited by this code, which might result in or create the appearance of:

- a) undermining their independence or impartiality of action;
- b) taking official action on the basis of unfair considerations, unrelated to the merits of the matter;
- c) giving preferential treatment to any private interest on the basis of unfair considerations, unrelated to the merits of the matter;
- d) using public office for the advancement of personal interest;
- e) using public office to secure special privileges or exemptions; or
- f) affecting adversely the confidence of the public in the integrity of regional affairs.

The staff and Directors shall not take any official action in any particular matter in which they have a conflict of interest or in which there is an appearance of a conflict of interest that will undermine public confidence.

The staff and Directors shall not take any office action that advances the interests of a private entity with which they have a significant financial relationship or are actively seeking employment.

3. **Resolving Conflicting Interests**
Conflict of interest issues shall be resolved in accordance with applicable state law and the provisions of LCPC Personnel Policies and Operating Procedures and as that policy may be subsequently amended.
4. The LCPC Board of Directors or staff shall not use any local, state or federal funds for political partisan activities in the course of LCPC associated business activities.
5. LCPC Board of Directors members shall sign a conflict of interest form annually.

Article VI. Funding

- A. **Annual Appropriation**
Annually, each town, at the annual Town Meeting, shall be requested to appropriate and provide funds to the LCPC in an amount determined by the Board of Directors, which shall be each municipality's annual appropriation.
- B. **Failure to Pay Appropriation**
Towns not appropriating funds in an amount equal to their annual appropriation shall not be entitled to services of LCPC afforded to those municipal members which have appropriated such funds. Services to member municipalities not paying the annual appropriation shall be provided on the basis of a rate schedule approved by the Board of Directors. Nonpayment of the annual appropriation does not otherwise affect membership status. Unless directed otherwise by the Board, prioritizing and scheduling the delivery of services to municipalities that have not paid their annual appropriation in full shall be at the discretion of the Executive Director.
- C. **Gifts**
Gifts consistent with the purpose and function of the LCPC may be accepted upon approval by the Executive Committee or the Board of Directors.
- D. **Fiscal and Operational Year**
The fiscal and operational year of the LCPC, including all activities, the reporting period, and the terms of office of members and officers, shall be from July 1 to June 30, except that officers shall continue to serve until their successors are duly elected. The LCPC Annual Meeting shall be held in June on a date determined by the Board of Directors, at which meeting the County Directors shall be elected for the ensuing operational year.
- E. **Line of Credit**
LCPC may establish a line of credit, if approved by a two-thirds vote of those

representatives to the regional planning commission present and voting at a meeting to approve such action. Any obligation incurred under this section shall not encumber the grand list or any property of a member municipality.

Article VII. Officers and Executive Committee

A. Election of Officers

The officers of the LCPC Board of Directors shall be the Chair, the Vice Chair, the Secretary, and the Treasurer. All such officers shall be elected from and by the LCPC Board of Directors annually at its first meeting after June 30. The vote of a majority of the Directors shall be sufficient to elect. Paper ballots shall be used for the election of any officer when requested by one (1) or more Directors. The Nominating Committee shall recommend a slate of officers to the Board of Directors. Candidates may also be nominated from the floor by Board members. Vacancies in any office shall be filled for the remainder of the term by a majority vote of the Board of Directors at the next meeting of the Board of Directors after the vacancy is announced.

B. Duties of the Chair

The Chair shall:

1. Call all meetings of the Board of Directors and the Executive Committee on his/her own initiative, or upon the written request of two (2) or more members of the Executive Committee, or upon written request of five (5) or more Directors.
2. Preside at all meetings of the Board of Directors and the Executive Committee.
3. Appoint the Chair and members of all committees other than the Transportation Advisory Committee, subject to the approval of the Board of Directors. Failure of the Board to object at the meeting at which such appointments are announced shall be deemed approval by the Board.
4. Appoint a Nominating/Awards Committee on an annual basis of no less than four members.
5. Sign contracts, proposals and requests for grants and funding approved by the Board as required by contractual agreements and in accordance with any policies approved by the Board, and other instruments required to be signed on LCPC's behalf, in accordance with any policy that the LCPC Board of Directors may adopt.
6. Exercise the full rights and privileges of other Directors. However, the Chair shall not be able to make and second motions. In the event the Chair would like to exercise the right to make and second motions, the Chair shall relinquish their position for the vote in accordance with *Robert's Rules of Order Newly Revised*.
7. Perform such other duties as are normal and customary to the office or which may be assigned by the Board of Directors.

C. Duties of the Vice Chair

The Vice Chair shall:

1. Serve as Acting Chair in the absence, recusal, or incapacity of the Chair.
2. Preside at meetings of the Regional Plan Committee.

3. Perform such other duties as may be assigned by the Board of Directors.

D. Duties of the Secretary

The Secretary shall oversee a LCPC staff representative to:

1. Keep true and accurate records of all meetings of the Board of Directors and the Executive Board. Such records shall include exact notation of all motions proposed and the votes thereon.
2. Act as Treasurer in the absence or incapacity of the Treasurer.
3. Perform such other duties as are normal and customary to the office or which may be assigned by the Board of Directors.

E. Duties of the Treasurer

The Treasurer shall oversee a LCPC staff and/or representative to:

1. Oversee the receipt and expenditure of monies as authorized by the Board of Directors and oversee maintenance of all financial records of LCPC during each fiscal year.
2. Submit a quarterly and an annual report to the Board of Directors.
3. Maintain an individual account for each project or program undertaken by the LCPC.
4. Perform such other duties as are normal and customary to the office or which may be assigned by the Board of Directors.

F. Executive Committee - Composition

The Executive Committee shall consist of the officers of the Board of Directors and three (3) other Directors appointed by the Chair at the first meeting of the Board of Directors after June 30. The appointments to the Executive Committee by the Chair shall be deemed ratified unless the Board votes otherwise at the meeting when the appointments are made. Vacancies on the Executive Committee may be reappointed at any time if necessary.

G. Executive Committee - Duties

The Executive Committee shall:

1. Carry out all decisions and instructions of the Board of Directors.
2. Act on behalf of the Board of Directors when, in the Committee's judgment, time precludes consideration of the Board of Directors. Any action taken by the Executive Committee on behalf of the Board shall be placed on the agenda of the next meeting of the Board of Directors. The Committee's actions shall be deemed to be ratified unless the Board votes to reverse or modify the Committee's actions.
3. Oversee all activities of the Executive Director and staff.
4. Review all new project and program proposals and refer them with a report thereon to the Board of Directors for action.
5. Recommend to the Board of Directors proposed positions to be taken by the LCPC.
6. Direct the Executive Director to regularly present a report on project and program performance to the Board of Directors.

7. Direct the Executive Director to present to the Board of Directors an annual report on the activities of the LCPC, the Committees and the staff during the previous fiscal year.
8. Appoint *ad hoc*, temporary and sub-committees as necessary and dissolve such committees upon completion of their work.

H. Committees

Standing Committees of LCPC shall include the Executive Committee, the Regional Plan Committee, the Plan and Project Review Committee, the Nominating Committee, and the Transportation Advisory Committee.

Executive Committee

See Section VII, Paragraphs F and G.

Regional Plan Committee

The Vice-Chair of the Board of Directors shall serve as the Chair of the Regional Plan Committee. The Committee shall elect a Vice Chair from among its members. The Committee will consist of no fewer than five (5) members of the Board of Directors. The Committee shall meet on a regular basis, but no fewer than four (4) times per year. The Committee shall be responsible for periodic review of the Regional Plan, and coordination of updates for the Regional Plan, as well as other duties as assigned by the Executive Committee. LCPC staff shall assist the Regional Plan Committee in all functions.

Plan and Project Review Committee

The Chair of the Board shall appoint a member of the Executive Committee to serve as the Chair of the Plan and Project Review Committee. The Committee shall elect a Vice Chair from among its members. The Committee will consist of no fewer than five (5) members of the Board of Directors. The Committee shall meet on a regular basis, but no fewer than four (4) times per year. The Committee shall be responsible for review and comment on Act 250 and Section 248 projects, per statute. The Committee shall also review and recommend Municipal Plans as well as the Plan Confirmation Process for approval to the Executive Committee, as well as participate in any other duties as assigned by the Executive Committee. LCPC staff shall assist the Plan and Project Review Committee in all functions.

Nominating Committee

The Chair shall appoint a Nominating Committee consisting of at least four (4) members. The Nominating Committee shall be responsible for presenting a slate of officers each year at first meeting of the LCPC Board after June 30 and shall solicit, review, and recommend award recipients for awards presented by the LCPC Board of Directors.

Transportation Advisory Committee

Each town within Lamoille County, which qualifies as a “municipality” under 24 V.S.A., Chapter 117, shall be represented on the Transportation Advisory Committee. The Transportation Advisory Committee will conduct business following Rules of Procedure

that are adopted by the committee and approved by the LCPC Board of Directors.

Article VIII. Staff

A. General

The staff of the LCPC shall include an Executive Director and such other necessary administrative and technical staff as shall be determined by the Board. All personnel shall be hired in accordance with the LCPC Personnel Policies.

1. The staff, through the Executive Director, shall undertake such duties as the Board of Directors or Executive Committee may assign.
2. The Executive Director shall sign contracts, proposals and requests for grants and funding approved by the Board as required by contractual agreements and in accordance with any policies approved by the Board, and other instruments required to be signed on LCPC's behalf, in accordance with any policy that the LCPC Board of Directors may adopt.

B. Policy of Nondiscrimination

It is the policy of the LCPC that no person seeking appointment to the Board of Directors, seeking employment, employed by or having business with the LCPC shall be discriminated against because of race, color, national origin, ancestry, gender, sex, gender identity, sexual orientation, pregnancy, age, disability, military or veteran status, HIV status, place of birth, religion, or any other class of individuals protected by law.. The Board shall ensure that this policy is followed.

Article IX. Meetings - Board of Directors and Standing and *Ad Hoc* Committees

A. Regular Meetings

1. There shall be at least six (6) regular meetings of the Board of Directors each year held on the fourth Tuesday of the month or as called by the Board of Directors. The meetings shall be held at a time and place determined by the Chair which best serves the convenience of the greatest number of Directors and member municipalities throughout the county.
2. Additional meetings may be called by the Chair or by a majority vote of the Board and shall be held within fifteen (15) days upon written request of five (5) or more Directors.

B. Annual Meeting

There shall be held in June of each year an Annual Meeting of the LCPC at a time and place determined by the Board.

C. Notice of Meetings

Seven (7) days notice of each meeting of the Board of Directors, including the agenda of business to be transacted at the meeting, shall be sent in conformance with Open Meeting Laws.

- D. Minutes
Minutes of all meetings of the Board of Directors and of the Executive Committee shall be kept as public records in conformance with Open Meeting Laws.
- E. Quorum, Votes Necessary to Take Action
The Executive Committee, Board of Directors, and all standing Committees shall require a quorum to meet and a majority of those present to take action. Voting shall be done in accordance with Open Meeting Laws.
- F. Conduct of Meetings
All Board and Committee meetings shall be conducted in accordance with *Robert's Rules of Order Newly Revised*.
- G. Attendance Policy
Unless a Board member informs the Executive Director of good cause for non-attendance, they are expected not to miss three (3) consecutive meetings at any time or more than one-third (1/3) of the meetings in any twelve (12) month period. Failure to comply with this policy shall be cause for removal from the Board by the appointing legislative body in the case of Municipal Directors or by the Board in the case of County Directors. Any time this policy is violated, the Executive Director shall give notice in writing to the Director affected and the appointing authority.
Board members are expected to inform the Executive Director or the Office Manager if they will be unable to attend a Board meeting.

Article X. Amendments of Bylaws

These bylaws may be amended as follows:

- A. Proposed Amendments
A proposed amendment shall be placed on the agenda for any meeting of the Board of Directors upon vote by the Board or upon written request of five (5) Directors.

Any proposed amendment shall be discussed at not less than one meeting of the Board of Directors prior to adoption and may be amended at any meeting at which the proposed amendment is on the agenda.
- B. Adoption of Amendments
Any proposed amendment may not be adopted at a meeting at which it is amended.

The affirmative vote of one (1) more than one-half of appointed and elected Directors at an official meeting of the Board of Directors shall be sufficient to adopt an amendment, which shall immediately become effective, unless the vote or amendment provides otherwise.

Article XI. Dissolution

In case of dissolution, none of the assets of the LCPC shall benefit any member or individual.

Inasmuch as a substantial portion of the assets of the LCPC have been contributed to the LCPC from the municipalities in the county, the assets of the LCPC, in case of dissolution, shall be prorated back to each member municipality in a ratio proportionate to their total contribution.

History of Bylaws

Adopted Bylaws: September 23, 1981.

Amended February 9, 1988 and effective March 2, 1988; Article I amended to change the name from “Lamoille County Development Council, Inc.” to “Lamoille County Planning Commission, Incorporated” and change “LCDC” to “LCPC” throughout these Bylaws.

Amended December 13, 1988 and effective July 2, 1989: Completely rewrote Article V to accommodate villages and municipalities (as per Act 200) and changed LCPC membership to a system based on population. Also amended the Bylaws to change to words: “town,” “town’s,” “towns,” etc. to “municipality,” “municipal,” “municipality’s,” or “municipalities,” as grammatically appropriate, and deleted the words “25 member” from Article IV., Section C.

Amended May 14, 1991. Clarify municipal membership, insert new paragraph Article VI, Section B on services to nonmember municipalities, and other minor clarifications.

Amended April 12, 1994. Revised Article V on Municipal Directors’ membership allocation, Code of Conduct section, Article IX, Quorums and Attendance Policy. Restructured language to flow in a consistent manner. Included *Robert’s Rules of Order, Newly Revised* reference.

Amended May 11 2005. Revised Article V, Section D, #3, Resolving Conflicting Interests; Article VII, Section A, Election of Officers; Section D, Duties of Secretary, Section E, Duties of Treasurer, Section G, Executive Committee Duties, Section H, Committees; Article VIII, Section B, Policy on Nondiscrimination.

Amended May 8, 2007. Revised Article V, Section A, to specify that County Directors shall be residents of Lamoille County; Revised Article VII, Section B, #4 to add appointment of the Nominating/Awards Committee to the duties of the Chair, Revised Article VII, Section B, #5, from \$10,000 to \$25,000; Revised Article VII, Section B, #6, to change Robert’s Rules to Robert’s Rules of Order Newly Revised; Article VII, Section C, #2, Vice Chair Duties; Article VII, Section G, #8, Executive Committee Duties; Article VII, Section H, Committees; Article VIII, Section A, #2, from \$10,000 to \$25,000; Article IX, Section A, #1 changed “each” month to “the” month.

Amended April 22, 2008. Revised Article IX, Section A, #1 to specify the regular meetings of the LCPC Board of Directors take place on the *fourth* Tuesday of the month.

Amended April 27, 2010. Revised Article IX, Section E to disregard vacancies and establish minimum numbers of 9 and 4 respectively for Board and Executive Committee quorums.

Amended September 24, 2019. Revised Article I to remove the “Inc.”; Revised Article II to add “and duties”; Revised Article III, Section B to add “of community development and planning activities”, and to delete “through community development and planning activities.”, to add “development” after economic, to add “in coordination with other local partners” at the end of the section; Deleted Article IV in its entirety; Changed Article V to Article IV; Revised Article V Section A by deleting from “All Directors shall serve a one (1) year term ...,” to the end of the article and adding language to clarify voting rules; Revised Article V Section B by adding an

item (2) clarifying terms for Directors and renumbering subsequent items; Revised item 3 by adding “and a term defined”; Deleted final item; Revised Article V, Section C to add “annually”, replacing “membership” with “Board”, removing reference to absentee ballots and replacing with electronic voting requirements, removing “up to the date of the Annual Meeting”, adding “of” between “event” and “a” in the penultimate sentence; Adding an item 5 to Article V, Section D regarding conflict of interest and renumbering accordingly; Changed Article VII to Article VI; In Article VI, Section A added “town, at the annual Town Meeting, and removed “municipal member” from the 1st sentence; Revised Article VI, Section B by replacing “Municipalities” with “Towns” in the first sentence and “municipal members” with “municipalities” in the final sentence; Revised Article VI, Section C by removing the word “Grants” and replacing it with “Gifts”; Changed Article VIII to Article VII; Revised Article VII, Section A to change “of” to “by”; Revised Section B, item 5 to reflect the duties of the chair in signing contracts; Revised Article VII, Section C, item 2 to remove “and appoint a Committee Vice Chair”; Revised Article VII, Section D to delete the wording allowing the Secretary to appoint a LCPC staff representative; Revised Article VII, Section D, item 1 by adding the word “shall” between “records” and “include”; Revised Article VII, Section E to delete wording allowing the Treasurer to appoint a LCPC representative; Revised Article VII, Section E, item 2 to change “monthly” to “quarterly”; Revised Article VII, Section G, item 6 to clarify the reports due to the Board from the Executive Director; Revised Article VII, Section G, item 7 to clarify when, and for what period, the Executive Director should present an annual report to the Board of Directors; Removed Article VII, Section G, item 9; Revised Article VII, Section H by adding “and the Nominating Committee” to the first paragraph; by adding a paragraph on the Executive Committee, Added the procedure for electing a Vice Chair of the Regional Plan Committee, Clarified when the Regional Plan Committee should review the Regional Plan, Added the procedure for electing a Vice Chair of the Plan and Project Review Committee, Deleted reference to the 5 year work plan; Revised the Plan and Project Review Committee duties by adding “Act 250 and Section 248 projects, per statute” in place of “projects of regional significance, as defined in the LCPC Regional Plan”, Added “as well as the Plan Confirmation Process” to the duties of the Plan and Project Review Committee, Replaced the Executive Committee with the Chair as the appointor of Nominating Committee members, Removed “at the first meeting following the Annual Meeting” from the duties of the Nominating Committee; Changed Article XI to Article VIII; Revised Article VIII, Section A, item 2 to refine the duties for the Executive Director related to signing contracts; Revised Article VIII, Section B to reflect current law and custom regarding nondiscrimination; Changed Article X to Article IX; Revised the heading to remove “Executive” and add “Standing and *Ad Hoc*” Committees; Revised Article IX, Section C to remove wording regarding meeting notices and adding “in conformance with Open Meeting Laws”: Revised Article IX, Section D to remove wording regarding minutes and adding “in conformance with Open Meeting Laws”; Revised Article IX, Section E by removing current wording and adding new wording regarding quorums; Revised Article IX, Section F to remove exception and adding “All Board and Committee” meetings; Revised Article IX, Section G to clarify attendance policy; Changed Article XI to Article X; Revised Article X, Section B to change votes necessary for adoption of amendments; Changed Article XII to Article XI; Updated History of Bylaws to reflect new revisions.

Amended March 26, 2020. Added Section E to Article VI regarding Line of Credit.; Updated History of Bylaws to reflect new revisions.

Amended April 27, 2021. Added Article IV. Municipal Service Agreements; Changed Article IV to Article V; Changed Article V to Article VI; Changed Article VI to Article VII; Changed Article VII to Article VIII; Changed Article VIII to Article IX; Changed Article IX to Article X; Changed Article X to Article XI; Updated History of Bylaws to reflect new revisions.

Amended February 22, 2022. Added to the end of the 1st paragraph of Article VII H. Committees “, and the Transportation Advisory Committee” and removed “and” before “the Nominating Committee”; Added a paragraph at the end of Article VII H “Transportation Advisory Committee Each town within Lamoille County, which qualifies as a ‘municipality’ under 24 V.S.A., Chapter 117, shall be represented on the Transportation Advisory Committee. The Transportation Advisory Committee will conduct business following Rules of Procedure that are adopted by the committee and approved by the LCPC Board of Directors”; Updated History of Bylaws to reflect new revisions.