

Lamoille County Planning Commission

Executive Committee Meeting

November 14, 2023

Members present:

<input checked="" type="checkbox"/>	Leo Clark (Treasurer)	<input checked="" type="checkbox"/>	Brian Leven (Vice Chair) <i>Video</i>	<input type="checkbox"/>	Greg Paus	<input checked="" type="checkbox"/>	Riki French
<input checked="" type="checkbox"/>	Caleb Magoon (Chair)	<input checked="" type="checkbox"/>	Duncan Hastings <i>Video</i>	<input checked="" type="checkbox"/>	Dick Goff (Secretary) <i>Video</i>		

Staff: Tasha Wallis, Seth Jensen, Georgeana Little

Chair Caleb Magoon called the meeting to order at 5:00 pm.

Adjustments to the Agenda & Opportunity for Public Comment

An item on a new Vermont League of Cities and Towns (VLCT) program called Welcoming Community Cohort will be added after Approval of the Minutes. There was no public comment.

Approval of October 10, 2023 Minutes

*Leo Clark motioned to approve the October 10, 2023 minutes. Riki French seconded.
Motion carried.*

VLCT Welcoming Community Cohort

Tasha Wallis explained that VLCT was organizing a Welcoming Community Cohort to tackle diversity and equity. Municipalities and regional planning commissions can apply to participate. The program consists of several 2 hour training sessions and applicants must guarantee at least 3 participants from their organization. Tasha has contacted members of the Justice, Equity, Diversity, and Inclusion (JEDI) Committee to solicit feedback. Carol Caldwell-Edmonds has agreed to participate and Tasha will be a participant. Riki French also voiced interest. We must apply to participate. The fee is only \$500 because VLCT is bearing 90% of the actual cost.

Leo Clark motioned to express the Executive Committee's support for the application to the full Board. Riki French seconded. Motion carried.

Financial Procedures Policy Update

Several small changes were suggested to the policy to reflect current practices. The main change is allowing the Executive Director to authorize the Deputy Director to sign contracts

when necessary. These changes will be presented to the full Board at the November meeting for approval.

Discussion of Personnel Policy Changes

Vermont Act 80 now requires inclusion of specific language about sexual harassment and discrimination in Personnel Policies. Chittenden County Regional Planning Commission (CCRPC) has drafted language for inclusion in personnel policies with the help of a lawyer. Their version is long and may be able to be streamlined for inclusion in our policy. Brian Leven will review CCRPC's policy and draft a version for Lamoille County Planning Commission.

Proposed LFCUD Collaboration

The Lamoille FiberNet Communications Union District (LFCUD) is currently renting space in a nearby building but uses it only a few times a month. They are proposing renting one of our rooms and perhaps requesting some staff support after their lease expires in January. There was no objection to the idea from committee members.

Notice of Compliance – Winooski Tactical Basin Plan

Tasha reminded the committee that they had heard a presentation on the Winooski Tactical Basin Plan at the last Board meeting and that approval of the Notice of Compliance will be on the next Board agenda.

Act 47 Land Use Map Study

Seth Jensen reminded the committee that the purpose of this act is to make Land Use maps more consistent across all regions of the state. A draft report is underway and will be presented at a future meeting.

Act 47 Act 250 Municipal Delegation

There will be a public meeting at the November Board meeting on this topic, known as the Home Act. Municipalities would be allowed to apply to have approval of Act 250 applications decided on the municipal level. More discussion on this subject will follow.

Cancel December Meeting

It was decided to keep the December meeting on the schedule but make a final determination at the beginning of December and cancel if no pressing matters need to be addressed..

Executive Director's Report

- LCPC is finally fully staffed with Melissa Manka having started on Monday. Melissa has many years of planning experience and will be a Regional Planner.

- The Board Retreat was left hanging after the flood. We should discuss this after the beginning of the new year. Perhaps it could be arranged in conjunction with the Annual Meeting in June.
- The Board Handbook has been updated but not presented to the Board yet. Perhaps a small group of Board members could be appointed to review the changes before presenting it to the full Board.

Executive Session

Caleb called for an Executive Session under 1 VSA 313 A1A.

Riki French motioned to go into Executive Session after having made a specific finding that premature general public knowledge would clearly place the public body or a person involved at a substantial disadvantage. Brian Leven seconded.

Meeting Adjourned

Duncan Hastings motioned to adjourn. Riki French seconded. Motion carried. Meeting adjourned at 6:19 pm.