

Lamoille County Planning Commission

Executive Committee Meeting

March 12, 2024

Members present:

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

Staff: Seth Jensen, Georgeana Little

Chair Caleb Magoon called the meeting to order at 5:01 pm.

Adjustments to the Agenda & Opportunity for Public Comment

There were no adjustments to the agenda and no public comment.

Approval of January 9, 2024 Minutes

Leo Clark motioned to approve the January 9, 2024 minutes. Greg Paus seconded.

Motion carried.

Personnel Policy Update

Carol Caldwell-Edmonds had sent comments and suggestions on the draft Personnel Policy which had been circulated to the Executive Committee members. Her comments were discussed and generally viewed favorably. The language in the policy should be consistent and gender neutral. It should also apply to interactions between staff and non-staff (consultants, Board members). The consensus was that the language should not be so rigid as to preclude all human interaction.

Staff, with the help of Brian Leven, will rework the language to include Carol’s comments and the committee’s recommendations.

Report on Audit and Single Audit

Leo Clark reported that he had a talk with Nicole Sancibrian, our accountant. She confirmed that she would fulfill her contract through June and give whatever help and instruction the new Finance Manager may need. She had completed all schedules requested by the auditors as of last Thursday and to date, the auditors have not had any additional questions. By law, the audit must be completed by March 31st and Leo expects to present the auditor’s findings

to the Board at the March meeting. Leo and Nicole will be meeting weekly for the foreseeable future.

Board Letter of Support for Smuggs' Project

Lamoille County Planning Commission (LCPC) will be requesting Congressionally Directed Spending from Senator Sanders for phase 2 of the Smugglers' Notch Stormwater and Parking Project. The draft letter to the Senator was presented for comment. The Committee approved the language. The Board Chair and the Executive Director will be the signatories.

Deputy Director's Report

- Next week LCPC will be holding two flood recovery meetings – one with our legislators and one with municipal representatives.
- We will be refocusing our attention to certain core programs in the 4th quarter of the fiscal year.

Meeting Adjourned

Greg Paus motioned to adjourn. Riki French seconded. Motion carried. Meeting adjourned at 5:24 pm.