



Lamoille County Planning Commission

PO Box 1637
52 Portland Street, Second Floor
Morrisville, Vermont 05661
www.lcpcvt.org

(802) 888-4548 • e-mail: lcpc@lcpcvt.org • fax: (802) 888-6938

Executive Committee Meeting

LCPC Conference Room
or by Video Conferencing (information below)
Tuesday, April 9, 2024 at 5:00 PM

Agenda

- 5:00 **Adjustments to the Agenda & Opportunity for Public Comment**
- 5:02 **Approval of March 12, 2024 Minutes** (enclosed)
Action Item
- 5:05 **Considerations for Inclusive Town Planning** – Brian Leven
- 5:15 **Grant Application Update** – Tasha Wallis
EDA Grant
Congressionally Directed Spending
- 5:25 **Executive Director's Report**
Draft Budget Update
- 5:45 **Adjourn**

ATTACHMENTS

Draft Minutes March 12, 2024
Draft Board Agenda

Join Zoom Meeting

<https://us02web.zoom.us/j/86264190077?pwd=UjkwL3Zmc2JQaGpKbi9kK2VjSUxudz09>

Meeting ID: 862 6419 0077

Passcode: 555773

Phone: (646) 558- 8656

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.



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Board of Directors Meeting

LCPC Conference Room

52 Portland Street, Morrisville

Or by Videoconferencing (information below)

Tuesday, April 24, 2024 at 6:30 PM

Agenda

- 6:30 **Changes to the Agenda and Public Comments**
- 6:32 **Approval of March 26, 2024 Minutes**
Action Item
- 6:35 **PPR Report** – Dick Goff
Action Item
- 6:40 **Report on the Audit** – Fred Duplessis
- 7:00 **Considerations for Inclusive Town Planning** – Liz Courtney
- 7:10 **Grant Application Updates**
- 7:20 **Draft Budget Report** – Tasha Wallis
- 7:30 **Executive Director's Report**
- 7:40 **Community Updates**
- 8:00 **Meeting Adjourned**

ATTACHMENTS

March 26, 2024 Minutes

CHANGE

Join Zoom Meeting

<https://us02web.zoom.us/j/81237268033?pwd=N0tWS3FzcUN2NXdxZTU4amt4cGFzZz09>

Meeting ID: 812 3726 8033

Passcode: 687932

Phone: (646) 558-8656 (New York)