

Lamoille County Planning Commission Board of Directors – Meeting Minutes  
 April 23, 2024

**LCPC Board Members present**

<input checked="" type="checkbox"/>	<b>Belvidere</b>	Carol Caldwell-Edmonds	<input checked="" type="checkbox"/>	<b>Morristown</b>	Dan McLaughlin
<input checked="" type="checkbox"/>	<b>Cambridge Town</b>	Dick Goff <i>(Video)</i>		<b>Morrisville</b>	Vacant
<input checked="" type="checkbox"/>	<b>Cambridge Town</b>	Sam Lotto		<b>Stowe</b>	Marina Meerburg
	<b>Cambridge Village</b>	Vacant		<b>Stowe</b>	Brian Leven
	<b>Eden</b>	Vacant		<b>Waterville</b>	Jeffrey Tilton
<input checked="" type="checkbox"/>	<b>Elmore</b>	Trevor Braun <i>(Video)</i>	<input checked="" type="checkbox"/>	<b>Wolcott</b>	Maxfield English <i>(Video)</i>
	<b>Hyde Park Town</b>	Greg Paus	<input checked="" type="checkbox"/>	<b>County Director</b>	Leo Clark <i>(Video)</i>
<input checked="" type="checkbox"/>	<b>Hyde Park Town</b>	Richard Pearson	<input checked="" type="checkbox"/>	<b>County Director</b>	Liz Courtney
<input checked="" type="checkbox"/>	<b>Hyde Park Village</b>	Riki French	<input checked="" type="checkbox"/>	<b>County Director</b>	Caleb Magoon
	<b>Jeffersonville</b>	Vacant		<b>County Director</b>	Linda Martin <i>(Video)</i>
<input checked="" type="checkbox"/>	<b>Johnson Town</b>	Duncan Hastings <i>(Video)</i>		<b>County Director</b>	Roger Murphy <i>(Video)</i>
	<b>Johnson Village</b>	GiGi Beach <i>(Video)</i>	<input checked="" type="checkbox"/>	<b>Ex Officio</b>	Pat Ripley <i>(Video)</i>
<input checked="" type="checkbox"/>	<b>Morristown</b>	Judy Bickford			

**Lamoille County Planning Commission Staff:** Tasha Wallis, Susan Sinnott, Georgiana Little  
**Guests:** Rick Brigham

*Caleb Magoon called the meeting to order at 6:30 pm.*

**Changes to the Agenda and Public Comment**

There will be no PPR Report. Tasha Wallis will be presenting the Regional Plan Committee Report instead of Brian Leven.

**Approval of March 26, 2024 Minutes**

*Judy Bickford motioned to accept the March 26, 2024 minutes. Sam Lotto seconded. Motion carried.*

### **Report on the Audit**

Rick Brigham from Sullivan Powers & Co. walked the Board members briefly through the audit report. The purpose of the audit is to review the numbers and to test compliance with accounting practices. The auditors found no deficiencies or material weaknesses in the commission's accounting practices. There were no problems dealing with staff or management, although the process took longer than expected. This year the commission had to submit to a single audit because of the amount of federal money received. Next year it is unlikely that such an audit will be required.

### **Budget to Actuals and Financials**

Leo Clark reported that this is a quarterly report showing the commission's financial position as of March 31, 2024. There is nothing unusual on the balance sheet which shows the commission in a strong financial position. The budget has been managed carefully by commission staff. It is likely that we will need to rollover some of our state funds. The exact amount will be decided after next quarter's numbers are available.

### **Update on Draft Budget**

Tasha Wallis explained that the budget is in flux until the Legislature passes their budget, but she is confident that there will be adequate funds for the commission's next fiscal year. It may be possible to hire some consultants as well. She will present the proposed budget with explanations at the May meeting with final approval at the annual meeting in June. Leo added that this budget is about \$300,000 less than last year's budget. This decrease is due to the completion of major construction projects and not a decrease in funding.

### **Considerations for Inclusive Town Planning**

This document has been worked on by the Justice, Equity, Diversity, and Inclusion Committee (JEDI) and is presented here for Board input by Liz Courtney, Chair of the JEDI Committee. The sections of this plan follow the sections of our Regional Plan. This document is only meant to offer suggestions to towns as they prepare their town plans. Inclusion of any of these items is not mandated by the state and is not required for approval by the Board.

This document should first be presented to the legislative body of the municipality and only if accepted, presented to the relevant committees.

Suggestions were made by several Board members:

- Make the heading more inclusive.
- Offer an option to train municipal employees.
- Should we keep track of which municipalities adopt these suggestions?
- Should examples be included?
- Reference the Health Equity Toolkit developed by the Regional Planning Commissions.
- Emphasize affordability.

Liz Courtney will try to incorporate the suggestions into a new draft and present to the Board at a future date.

### **Regional Plan Committee Update**

The Enhanced Energy section is being updated to incorporate new data. This section needs to be approved before the commission can regain its certification. Two (2) Public Hearings will be held on the plan, one at the May and one at the September Board meeting.

### **Grant Application Updates**

*EDA Grant* – Seth has pulled this grant together, a \$500,000 grant to do hydrological modeling of the Lamoille main stem and its tributaries. The grant is a collaboration between Lamoille County Planning Commission (LCPC), Northeastern Vermont Development Agency (NVDA), and Northwest Regional Planning Commission (NRPC). The grant also includes funds for recovery and resiliency after flooding events.

*Congressionally Directed Spending (CDS)* – LCPC has completed 3 CDS grants. We are seeking \$800,000 from Senator Sanders for completion of work in the Notch. Representative Sanders procured the original earmark for these projects in the 1990s. From Senator Welch we are requesting money for both acquiring river gauges for vulnerable areas of the Lamoille River and assisted the town of Wolcott in applying for funds for their Wolcott Wastewater project.

### **Executive Director's Report**

- Our \$40,000 Line of Credit is up for renewal. What is the Board's opinion on renewing the Line? Tasha had no opinion and Board members had differing opinions. No decision was made.
- Several other Regional Planning Commissions have set up non-profits to be able to apply for grants not available to municipalities. Would the Board like Tasha to look into doing the same for LCPC. The Board agreed that she should pursue the idea.

### **Community Updates**

*Morristown* – There is a debate in town about whether or not to invest money in Oxbow Park. The Town has hired a Town Manager, Brent Raymond, who starts in June.

*North Hyde Park* – Gihan Hall will open for the season on Green Up Day.

*Johnson* – There is a lot going on including flood related things, moving the Library, possibilities for the Municipal Offices, the Light Industrial Park.

*Cambridge* – The town is still looking for a new Town Administrator.

*Elmore* – The Town Garage is having an open house event on Green Up Day.

*Belvidere* – The Elementary school budget failed again.

*Caleb Magoon* – He attended a public meeting of the 30 by 30 initiative which has the objective of having 30% of Vermont land conserved by 2030.

**Meeting Adjourned**

*Judy Bickford motioned to adjourn. Liz Courtney seconded. Motion carried. Meeting adjourned at 8:15 pm.*