

**TOWN OF LYNDON**  
**PLANNING COMMISSION**  
**February 24, 2021 Meeting Minutes**  
*Approved 03/24/21*

**Planning Commissioners:** Sean McFeeley, Tammy Martel, Ken Mason, Nedah Warstler

**Public Official(s):** Denise Montgomery

**Public:** Larry Willey

Ken Mason chaired the meeting which was brought to order at 6:03pm.

Sean McFeeley made a **motion to approve** the minutes from the Public Hearing on February 3, 2021. Tammy Martel **seconded the motion. Motion carried 4-0.**

The Commission reviewed the letter submitted to the Selectboard (attached) regarding the Public Hearing that was held on February 3, 2021. It tells the Selectboard that the hearing was held, there was one proposed amendment change, the change was shown, and the motion was made and approved as amended with the motion carried 5-0. The Commission only had to submit a letter and not a report.

Mr Mason let the Commission know that the Selectboard will warn and hold the Public Hearing on March 17, 2021.

The Board reviewed the exit letter that was submitted by former Planning and Zoning Administrator Annie McLean on December 31, 2020. The letter points out all of the responsibilities of the Planning and Zoning Administrator and it shows all of the open projects that were being worked on. Once the Commission is back to 7 members they will go over this list of projects to see what's being done and what is coming up in the future.

Mr. Mason will follow up with Justin Smith on the status of the Rural Business Development Grant and the domain name deadline of March 1, 2021.

Mr Mason sent an email to Dave Snedeker at NVDA looking for language for Planning Commissions to put in to their bylaws regarding airports and heliports. The response he received was very vague so the Commission will have to come up with something for the bylaws as there is nothing in the current bylaws.

Mr Mason let the board know that Justin Smith did receive four letters of interest for the three open seats on the Planning Commission. The potential candidates are: Pauline Harris, Curtis Carpenter, Jacqueline Garand and Andrea Day. Pauline Harris and Curtis Carpenter are currently serving on the Development and Review Board and Alison Lowe from NVDA did advise that it is ok for them to be active members on both boards.

Next Meeting is scheduled for March 10, 2021.

Meeting adjourned 6:48 pm

*Respectfully submitted by: DMontgomery*