



**Town of Lyndon**  
**Planning Commission Meeting Minutes**  
**Wednesday, October 08, 2025**

In attendance—

COMMITTEE MEMBERS: Holly Taylor (Chair), John Peters, Ken Mason, Curtis Carpenter (via phone)

OFFICIALS: Tracy Bodeo (Planning Director)

PUBLIC: Peter Mallat, Kevin Horner

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**Meeting begins:** Holly Taylor called the meeting to order at 6:03 pm.

**Agenda Changes:** None

**Approval of the minutes from the August 13, 2025, meeting:** Ken made a motion to approve. John seconded the motion. Vote: 4-0 approved.

**Comments from the public on non-agenda items:** None

**Meeting Discussion—**

The Planning Commission discussed the potential addition of Kevin Horner to the board, who expressed interest in town involvement after reading about various committees in the newspaper. The commission explained their role, which includes working with the Zoning Administrator, updating town bylaws, and also revising the Town plan. The meeting highlighted the commission's current challenges, including a lack of quorum due to the recent departure of two members, leaving them with only four members present.

The discussion moved to how the town is working with the LDRC as the downtown organization for the Downtown Step 3 designation. They have a new board and vision for revitalization, and are finalizing their bylaws and strategic plan. The Town's MPG consultant, Heather Carrington, is working on the Capital Improvement Plan (CIP) with town staff and the Select Board, aiming to complete this prerequisite by February 2026. The steering committee for the Center Step 3 designation will continue to meet and work with the LDRC about downtown revitalization. Step 3 designation would allow sales tax revenues from construction projects to be funneled back to the project. The town will also need to decide whether to apply for Tier 1A or 1B designations, which would involve taking on some Act 250 review responsibilities. This will be discussed at the next Select Board meeting on October 20th.

Next, the Planning Commission discussed reducing its membership from seven to five members but decided to maintain the current structure for now. The board agreed to keep trying to recruit new members, possibly including those from surrounding towns, while acknowledging that the current seven-

member board has been difficult to maintain. They discussed the possibility of implementing stipends for members of town committees, including the Planning Commission and DRB, suggesting that a modest annual stipend could encourage more diverse participation. It was noted that the Select Board and Electric Commission already receive stipends, with amounts ranging from \$1,200 to \$1,500 annually. While it was acknowledged that stipends might not be the primary motivator for committee members, they argued that they could help compensate members for their time and decisions, particularly for bodies like the DRB where delays in decision-making can result in financial losses for applicants.

The meeting also discussed the DRB only having 5 of 7 members currently, with 4 alternates. Jon Prue, Zoning Administrator, does not want to remove any of the positions. There is a possibility of instead doing things within the DRB that would help to streamline decision-making processes. They could transfer certain permit decisions from the DRB to the zoning administrator to speed up the process, such as permits for minor subdivisions. Curtis was asked to consider any additional areas where the by-laws could be adjusted to facilitate smoother permit approvals. They also suggested that Lyndon could reach out to other towns and use social media to attract new members.

The group also addressed street lighting issues, with Ken to send photos of cluttered poles to discuss what would need to be removed for painting and potential beautification efforts. The conversation ended with information about the process for new committee members, which involves submitting a letter of interest to Justin for review by the Select Board.

**Meeting adjourned at 7:05 pm.**

\*Meeting minutes prepared by Tracy Bodeo on 10/13/25. For a detailed account of the meeting, please listen to the recording, also posted on our website.