



**ADDISON COUNTY ECONOMIC DEVELOPMENT CORPORATION**

**BOARD OF TRUSTEES**

**Meeting Minutes**

**Date: October 17, 2024, 7:30 am - 9:00 am (Hybrid)**

**Members Present:** Joseph Andriano, Ryan Bartlett (Arr. 7:55), Dave Castle, Mark Foster, Chris Lapierre, Jason Larocque, Gina Larrow, Nicole MacTavish, Richard McKerr, Robert Ortmyer, Renny Perry, Susan Ritter.

**Also Present:** Fred Kenney, Camille Lyons

**Members Absent:** Valerie Capels, Darcy Tarte Bill Townsend.

**Call to Order:** Jason Larocque called the meeting to order at 7:33 am

**Introductions:** All present introduced themselves.

**Meeting Agenda**

**7:36 am** Renny moved to approve the agenda. Richard seconded the motion.

Vote: 11 – 0 – 0

**Minutes of the September 19, 2024, Board Meeting:**

**7:36 am** Renny moved to approve the minutes of the September 19, 2024, board meeting. Gina seconded the motion.

Vote: 11 – 0 – 0

**Staff Activity Report Summary:**

Fred Kenney provided highlights of the Staff Activity Report:

- Quarterly Reports completed and filed
- Loan activity
- Business activity including local closures
- Travel + Leisure magazine featured Middlebury, Bristol and Vergennes as 3 of 10 top small towns in VT
- Audit update

**Citizen Comments**

No citizens present.

**Foresight**

- Staff update: Fred informed the Board of the process to hire a new Office Operations Manager and that Nichole Bachand-Bartlett has been hired and starts October 21.
- Fred reviewed the Quarterly Financial Report
- Fred provided a budget update including payroll projections for the remainder of the fiscal year
  - o Jason commented on reduced deficit

- Fred reviewed the updated OPOS. Every goal for July-Oct was met.

### **Annual meeting notice**

**7:51** Gina moved to approve. Renny seconded.

Jason clarified a few details.

Vote: 11 – 0 – 0

### **Board Roundtable**

Joe shared plans for the recently closed Buxton's General Store. GoFundMe to help pay bills until a non-profit can buy the building. Grants could provide opportunities to keep the store alive. Fred commented on staffing/competition challenges for recent closures.

Renny discussed projects underway in Vergennes including the Grand Senior Living, which is expected to open in February, and Vergennes city green improvements.

Dave shared about touring Hannaford Career Center for Open House and how impressed he is with the new mechanical shop renovations and program changes. Fred commented on changes as well.

### **Executive Session**

Not required.

### **Meeting Adjourned**

**8:06 am** Renny moved to adjourn. Richard seconded the motion.

Vote: 12 – 0 – 0