

**MINUTES OF THE
VERMONT LEAGUE OF CITIES AND TOWNS
BOARD OF DIRECTORS MEETING
THURSDAY, June 23, 2016**

Members Present: President Cadwell and Members Beckett, Pinsonault, Monette, Ramsay, Safford, Simmons, and Whittaker.

Others Present: VLCT staff members including Karen Horn, Gwynn Zakov, Abigail Friedman, Jessica Hill and Mike Gilbar.

Agenda Item #1: Call to order by the President.

President Cadwell called the meeting to order at 12:20 pm.

Member Safford noted that the 21st Century Policing program held on June 10 and the Human Resources Employment Law Workshop on June 2 were great programs, as was a BCA training in May in Williston presented by Sarah Jarvis and Carl Andeer of the Municipal Assistance Center. He stated that trainings continue to get better and better and offered praise to staff and others involved with providing the training. Member Whittaker also offered praise and thanks particularly to Joe Damiata and Ken Canning of PACIF for the excellent program on 21st Century Policing.

Agenda Item #2: Additions and Deletions to the Agenda.

On motion duly made by Member Pinsonault and seconded by Member Safford, the Board adopted the agenda.

Agenda Item #3: Consent Agenda Items.

On motion duly made by Member Simmons and seconded by Member Safford, the Board took the following actions on consent agenda items:

Unanimously approved the minutes of the May 5, 2016 Board meeting, and unanimously accepted the Personnel Report.

Agenda Item #4: Legislative Policy Update.

Karen Horn and Gwynn Zakov provided an update on the municipal legislative policy process and responded to questions from the Board. Board members who chair or participate in the various policy committees provided reports of the activities and decisions of those committees.

In addition, Karen and Gwynn presented the list of summer legislative study committees and asked for volunteers or appointments to serve on the committees.

Agenda Item #5: VLCT Policy Review.

Several internal VLCT policies were presented for the Board's review.

On motion duly made by Member Safford and seconded by Member Beckett, the Board unanimously approved the language as amended by a few technical changes, including renumbering sections and correcting typographical errors.

Agenda Item #6 ANR Grant

Abigail Friedman provided an overview of the funding of the Water Quality Coordinator and the process underway to seek state funding additional to the current grant from ANR since there are many tasks needing attention in this area. On motion duly made by Member Safford and seconded by Member Whittaker, the Board unanimously ratified the process of moving forward with the ANR grant funding application.

Agenda Item #7 VLCT Nominating Committee.

According to the VLCT Bylaws, Member Shepeluk, as Immediate Past President, chairs the VLCT Nominating Committee. In addition, President Cadwell appointed Members Safford and Ramsay to the Committee. The Committee is planning to convene in August.

Agenda Item #8 VMERS Board Member.

One of the employer representatives to the Vermont Municipal Retirement System Board is stepping down July 1. This position is replaced by an appointee of the Governor from a list of at least three people submitted by VLCT and the Vermont School Boards Association. By consensus, the Board agreed to recommend Kathleen Ramsay and William Shepeluk for the appointment.

Agenda Item #9 Schooley Mitchell Report

Maura Carroll provided a report on the savings available to the organization by adjusting the reimbursement for mobile devices used by staff for business purposes and by making some additional changes to technology related items. The savings amount to approximately \$3500 per year and will be shared with Schooley Mitchell for 3 years.

Agenda Item #10 VLCT Meetings "On the Road"

The Board discussed having one meeting per year in a location other than Montpelier and suggested that there be time for the town officials in the community in which the meeting is held to offer input to the Board about VLCT or any other item that they wish to share with the Board that is of concern to those officials. Scheduling of such an "on the road" meeting will be discussed in the fall for a date in the Spring of 2017.

Agenda Item #11 Town Fair Update

Maura Carroll provided an update about Town Fair planning and noted that the training sessions are filled, exhibitors and sponsors are registering and a keynote speaker has been secured. The keynote is Clarence Anthony, Executive Director of the National League of Cities, and former Mayor of South Bay, Florida for 24 years. He was also the President of NLC in 1998-99.

Agenda Item #12c Member Initiatives

Although Member Janssen was unable to attend the meeting, she provided written documentation of concerns about state and local emergency dispatching issues. There is a 9-1-1 study commission and the Board addressed appointments to that Commission as a part of the legislative policy update and summer study committee appointments.

Agenda Item #12d Staff Initiatives

Maura Carroll reported that there is a VLCT internal staff committee that is addressing planning for VLCT's 50th Anniversary year in 2017. Steve Jeffrey has agreed to assist with that effort. Once a tentative outline is developed, it will be brought to the Board and staff will ask for further Board member participation going forward.

On motion duly made by Member Safford and seconded by Member Beckett, the Board unanimously adopted a motion to adjourn at 2:20 p.m.

Respectfully submitted,

Maura Carroll
Executive Director