

**MINUTES OF THE
VERMONT LEAGUE OF CITIES AND TOWNS
BOARD OF DIRECTORS MEETING
WEDNESDAY, October 5, 2016**

Members Present: President Cadwell, Vice President Louras and Members Shepeluk, Beckett, Pinsonault, Ramsay, Richard, Safford, Simmons, Weinberger, White and Whittaker.

Others Present: Mark Whitworth, Newark Planning Commission; Paul Brouha, Sutton Development Review Board; Katie Glover of Johnson Lambert (VLCT's auditors); VLCT staff members Karen Horn, Gwynn Zakov, Jessica Hill, Mike Gilbar, Jeremiah Breer and Ken Canning.

Agenda Item #1: Call to order by the President

President Cadwell called the meeting to order at 10:40 a.m.

Agenda Item #2: Additions and Deletions to the Agenda

On motion duly made by Member Shepeluk and seconded by Member Pinsonault, the Board added the following items to other business: a brief presentation by Mark Whitworth and Paul Brouha of a floor amendment that will be offered to the Municipal Policy at the VLCT Annual Meeting, appointment of a Credentials Committee for the Annual Meeting, review of 2017 potential meeting date, and unanimously 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 September 8, 2016, Board meeting, and unanimously accepted the Personnel Report.

Agenda Item #4: Nominating Committee Report

Member Shepeluk, chair of the Nominating Committee, presented the report of the Committee to the Board. On motion duly made by Member Shepeluk and seconded by Member Ramsay, the Board accepted the Report and voted to have Stuart Hurd, Town Manager of Bennington, fill the existing Board vacancy. In addition, Member Shepeluk asked staff to retain all the nominations received in 2016 to have available should any additional vacancies occur.

Agenda Item #5: 2017 Audit Plan

Katie Glover of Johnson Lambert discussed the plan for preparing and producing the 2017 audit (of 2016 financials), anticipating that the audit will be ready for the Board's review in June 2017 rather than in August. The late 2016 date was the result of waiting for the State's audit report of

the Vermont Municipal Employees' Retirement System so that VLCT could include its portion of pension liability as part of Net Position.

The Board met with the auditor without staff present and, following that, had a discussion about GASB 68, the provision requiring the reporting of any outstanding pension liability. Member Weinberger raised issues pertaining to Burlington's retirement system experience and suggested that VLCT staff contact Bob Rusten and review the document that outlines Burlington's pension reform efforts as well as the investment process followed by VMERS.

On motion duly made by Member Ramsay and seconded by Member Pinsonault, the Board unanimously accepted the 2017 Audit Plan.

Agenda Item #6 Second Quarter Financials

Mike Gilbar reviewed VLCT's second quarter financials and agreed that for the third quarter financials, he will analyze VLCT's net position and the Board policy regarding net position and how GASB 68 fits with this policy. He will build this into the financial statements.

There was a brief discussion about enterprise funds and the comparison of general funds to enterprise funds/working capital funds.

On motion duly made by Member Shepeluk and seconded by Member Ramsay, the Board unanimously adopted the financial statements as presented.

Agenda Item #7 Update on 50th Anniversary Celebration

Maura Carroll presented for comment the draft 50th Anniversary VLCT logo recommended by the staff 50th Anniversary Committee. Board members were also asked to assist staff in filming local officials during Town Fair to compile local officials' statements about the value of VLCT, how VLCT effectively serves member municipalities and/or how VLCT could improve its services. Board members agreed to assist and provided positive feedback about the recommended logo.

Agenda Item #8 Update on Board Activity at Town Fair

Maura Carroll provided the Board with assignments to thank exhibitors who participate in Town Fair and asked them to assist in filming local officials during the two-day gathering, as mentioned above. Scripts and talking points were made available to Board members.

Agenda Item #9 Other Business

Mark Whitworth of Newark and Paul Brouha of Sutton provided the Board with information about a floor amendment that would be offered at the afternoon's Annual Meeting. It called for all renewable energy projects to comply with local decision and municipal plans. The Board was able to ask questions and elicit information, but took no position on the amendment.

The following Board members were appointed to the VLCT Credentials Committee: Ramsay, Richard and Pinsonault.

2017 potential meeting dates were reviewed by the Board. Members will review their calendars before the November meeting and will finalize the dates at that time. The following dates may be adjusted: March 2, as it was suggested that it is too close to Town Meeting; June 1, as it may be too early in June, and the July or August date. Board members will determine whether more are available to attend a meeting in July or in August.

On motion duly made by Member Safford and seconded by Vice President Louras, the Board unanimously adopted a motion to adjourn the meeting at 12:20 p.m.

Respectfully submitted,

Maura Carroll
Executive Director