

VLCT NEWS

A PUBLICATION OF THE VERMONT LEAGUE OF CITIES & TOWNS

SERVING AND STRENGTHENING VERMONT LOCAL GOVERNMENTS

April 2005

NEW PARTNERSHIP BRINGS WATER SPECIALIST TO VLCT

In a first for VLCT, a recent agreement between the League and the State Agency of Natural Resources (ANR) has resulted in the addition of a Water Resources and Land Use Specialist to the Municipal Assistance Center (MAC) staff. (See related "VLCT Staff News and Notes" article elsewhere in this issue.)

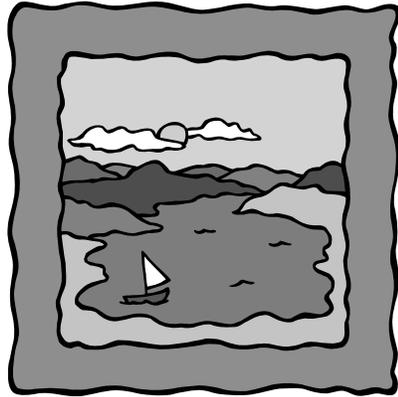
The position grew out of the Governor's Clean and Clear Program. As part of the Program's budget, ANR proposed funding for a new position dedicated to providing municipalities in the Lake Champlain Basin with technical assistance in developing bylaws, policies and practices geared toward protection of Vermont's waterways.

The Legislature funded the position last year, and ANR approached VLCT about hosting it. The Agency did so because of

our membership base and our status as an organization that provides timely assistance to municipalities, but neither regulation nor enforcement. Over the course of the summer and fall ANR, and more recently the University of Vermont and VLCT, worked to develop a position within MAC. This involved planning for the provision of hands-on technical assistance and in-the-field expertise to the 137 cities and towns in the Lake Champlain Basin. The VLCT staff is enthusiastic about this new offering.

While the position would appear to be a departure from VLCT's current educational and consulting assistance offerings, water increasingly dictates land use policy, not only in Vermont but also around the country.

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VLCT BOARD OF DIRECTORS PROFILE

**PAUL MYERS, SELECTPERSON,
WILMINGTON**

It is a long way from Wilmington to Montpelier, literally and, some would say, figuratively. But one of VLCT's newest Board members, Paul Myers, is very keen on bringing the small resort town's message to the attention of the legislators at the State House, and doesn't even seem to mind the drive up to do so.

This may be because Myers, now retired, used to travel the world for his work on behalf of Texaco. Based in New York City during his thirty-four-year career with the company, Myers often traveled to London and to Houston. "In the beginning," he recalled, "I did everything from driving a truck to selling petroleum products." He finished his career with Texaco as Vice-president for Refining and Marketing, which entailed managing four global divisions of the corporation: security, procurement, services, and real estate.

When it came time to retire in 2001, Myers and his wife Elizabeth looked around

(Continued on Page Twelve)

WELCOME NEW AND RETURNING LOCAL OFFICIALS

VLCT offers congratulations to all new and returning local officials who were elected to office on Town Meeting Day.

For those who chose not to run again, thank you for your service. Selectboard members, town clerks and treasurers, listers, auditors, tax collectors, school board members and others - on behalf of all the citizens and taxpayers of all the towns and cities of Vermont, we

thank you very much for your wisdom, your good sense, your commitment, your time, your patience and your many contributions. You are appreciated and it couldn't have been done without you.

VLCT offers a wide variety of helpful resources for the new local official. Please watch for the print and/or electronic versions of this newsletter and the *Weekly*

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The *VLCT News* is published monthly by the Vermont League of Cities and Towns, a non-profit, nonpartisan organization founded in 1967 to serve the needs and interests of Vermont municipalities. The *VLCT News* is distributed to all VLCT member towns. Additional subscriptions are available for \$25 to VLCT members (\$60, non-members), plus sales tax if applicable. Please contact VLCT for subscription and advertising information.

RELATIONSHIPS

AVOIDING THE TROUBLE SPOTS IN TOWN OFFICES

There are no two more important offices in Vermont town government than those of selectboard and clerk. This is particularly true when the clerk position is combined with the office of treasurer, as is the case in about two-thirds of Vermont municipalities.

There is also no more important relationship in town government than that between the selectboard and the clerk/

auditors and the overseers of the poor than it does defining how the treasurer and selectboard manage the revenues, expenditures, assets and liabilities for a municipal finance system responsible for over \$600 million annually, excluding school expenses.

Rough edges and opportunities for confusion abound. Where the voters have vested the authority to set the elected clerk/treasurer's salary in the selectboard, how does the board determine the correct salary figure? Should it be paid on an hourly basis or as an annual salary? Does the selectboard even understand what the job of clerk/treasurer is? If not, how can it set a salary? How about employment benefits? How are the staffing and expenses of the office budgeted for and presented to Town Meeting? It appears clear that the selectboard sets the warning and probably sets an amount for each department and office in the budget article, but how is that figure arrived at for the clerk/treasurer's part?

And what happens when the selectboard has included a figure for the clerk/treasurer's office in a budget voted by Australian ballot that the clerk/treasurer feels is lower than necessary? Is his or her only option to petition an article for additional money? What if there is an unanticipated need during the fiscal year to replace a piece of essential equipment? Does the treasurer have to ask the selectboard for permission to replace it?

To this unclear statutory structure, we add to the mix some people who, though they bring many good qualities, may lack the expertise necessary for the town to be best served. Most often, our elected officials are keen to overcome these barriers and do so by attending the numerous training opportunities available. Sometimes, though, the people needing the training are not willing or feel no need to pursue it. Other times, those controlling the purse strings are unwilling to provide the funds necessary to obtain the training.

Though rare, and we don't like to admit it, sometimes people lacking interest in the greater good are elected to office and are more interested in personal gain than in public service. Vermonters were recently

From the Executive Director

treasurer. Respectively charged with setting the course for a municipality and managing its financial assets, these two offices are vital to local government.

Fortunately, in most of our towns most of the time, the people who hold these offices work wonderfully together. They share a commitment to serve their community. Just as importantly, they share a vision as to how to accomplish their goals and they understand what their respective roles should be. They talk often. They respect the efforts that their partners make, the skills they bring to their offices, and the efforts they make to hone them. They value cooperation and can overlook the shortcomings that, with the strengths, make up each of us. Because they know what their respective roles are, they realize that sometimes, good fences make good neighbors.

Looking at the legal and structural framework in which these officers have to work, it really is a wonder that any town can operate. This is true more in the selectboard/treasurer relationship than in the selectboard/clerk relationship. (Many of the clerk's duties are unilateral and don't require the partnership with the selectboard that the financial management of the town does.)

Most of the laws laying out the few specific powers, duties, responsibilities and authority for the finances of the town date back to sometime around the time that Vermont was a Republic. Chapter 51 of Title 24 entitled "Finances; Accounts and Audits" takes up more space explaining the responsibilities of the board of abatement,

(Continued on Page Nine)



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LEGAL AND REGULATORY NOTES



FUEL EXCISE TAX; VETERANS BENEFITS; PROPERTY TAX EXEMPTIONS

FEDERAL FUEL EXCISE TAX SNAFU AVERTED

A little-known provision of the 2004 American Jobs Creation Act contained a change in the procedure under which local governments apply for a refund of fuel excise taxes paid on gasoline purchased at retail outlets.

Pursuant to U.S. Internal Revenue Service (IRS) regulations issued under the Act, credit card companies that had been handling tax refunds on retail gasoline purchases would no longer be able to do so as of March 1, 2005. As a result, local governments would have had to begin collecting information on their retail gasoline purchases so they could apply directly for refunds.

Thankfully, last week the IRS gave municipalities a reprieve, extending the effective date of its new regulation indefinitely. Until Congress changes the law or the IRS issues a new regulation, credit card companies will continue to handle tax refunds on municipal retail gasoline purchases.

- Jim Barlow, Attorney, VLCT Municipal Assistance Center

UPDATED USERRA LAW AND POSTER

The Veterans Benefits Improvement Act of 2004 was signed into law on December 10. It amends USERRA (the Uniformed Services Employment and Reemployment Rights Act) to provide enhanced housing, education and health benefits to veterans.

Effective December 10, 2004, the length of time employers are required to extend health care continuation coverage to those who leave employment to undertake military service has been increased from 18 to 24 months. Further, employers may not charge more than 102% of the premium to those who elect to continue coverage.

Additionally, there are notification requirements, effective March 10, 2005, to inform employees of the aforementioned rights. Employers can meet those requirements by posting, where other notices are customarily placed, a new USERRA poster. The poster will be available on March 10 and may be downloaded for free from www.dol.gov/vets/programs/userra/poster.pdf or by calling the U.S. Department of Labor at 866/4USA-DOL.

- Jill Muhr, VLCT Human Resources Administrator

COURT SPECIFIES LOCAL GRIEVANCE AS FIRST STEP IN SEEKING EXEMPTION; NARROWLY INTERPRETS EXEMPTION

Last month, the Vermont Supreme Court issued a decision in a property tax case that could have implications for many Vermont municipalities. The case involved a nonprofit religious organization called Our Lady of Ephesus House of Prayer (OLEHOP), which grieved its municipal property taxes. OLEHOP eventually sued the town, claiming that its 81-acre property,

(Continued on next page)

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LEGAL/REG. NOTES -

(Continued from previous page)

with house and extensive outbuildings, should be entirely exempt from taxation because the property was dedicated to public and pious use.

Before we delve into the exemption issues, it is important to note that, in this case, the Court settled an issue that has been in dispute for some time: When an owner of property claims an exemption from taxation, must the owner first grieve with the listers, and then with the board of civil authority (BCA), and so on; or, must the owner file an action for declaratory judgment in superior court? The answer is that the property owner must first grieve with the listers. This is an excellent result for municipalities, which now retain local control over the property assessment, grievance, and appeal process (until the appeal goes beyond the BCA to either the superior court or to the state's Property Valuation and Review division).

In addition to these jurisdictional questions, this case asked the Supreme

Court to look at two important statutes (see sidebar): 32 V.S.A. § 3802(4), the "public, pious or charitable" property tax exemption, and 32 V.S.A. § 3832(2), which narrows this exemption. It attempts to settle the question of what constitutes a "religious society," and whether such a society may also claim an exemption because the property is put to public and pious uses.

The Court found that OLEHOP was, in fact, a religious society, and that the property was actually open to the public. However, the Court also found that the property could be partially taxed, because as a religious society, it is only entitled to a narrow exemption from taxation. *Our Lady of Ephesus House of Prayer, Inc. v. Town of Jamaica*, 2005 VT 16 (2005).

OLEHOP had claimed that it was not a religious society, but rather, that its property was both pious and open to the public and should, therefore, be entirely exempted pursuant to 32 V.S.A. § 3802(4). The Court didn't accept this argument, considering that it was required to interpret OLEHOP's request pursuant to both exemption statutes, 32 V.S.A. §§ 3802(4), 3832(2). In so doing, the Court harmonized two competing

statutes by giving preference to the more specific statute, which, in this case, was the statute applying to religious societies, § 3832(2). OLEHOP's status as a religious organization could not be denied and, as such, the § 3832(2) exemption only grants it a narrow exclusion from taxation.

- Brian Monaghan, Attorney, VLCT
Municipal Assistance Center

EXEMPTION STATUTES

The two key statutes in the OLEHOP case are reprinted below. While the first grants a broad exemption to property taxes, the second is the one the Vermont Supreme Court relied upon in its findings, which lessened the amount of property eligible for exemption.

32 V.S.A. § 3802. Property tax

The following property shall be exempt from taxation: ...

(4) Real and personal estate granted, sequestered or used for public, pious or charitable uses; real property owned by churches or church societies or conferences and used as parsonages and personal property therein used by ministers engaged in full time work in the care of the churches of their fellowship within the state; ...

§ 3832. Public, pious and charitable uses

The exemption from taxation of real and personal estate granted, sequestered or used for public, pious or charitable uses shall not be construed as exempting: ...

(2) Real estate owned or kept by a religious society other than a church edifice, a parsonage, the outbuildings of the church edifice or parsonage, a building used as a convent, school, orphanage, home or hospital, land adjacent to any of the buildings named in this subsection, kept and used as a parking lot not used to produce income, lawn, playground or garden and the so-called glebe lands. ...

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ASK THE LEAGUE

STATE GRAND LIST FUNDS; PARKING METER REVENUE; TOWN HALL ZONING PERMIT

How should municipalities spend the money they receive from the state Tax Department for assistance in developing the state's equalized grand list?

Section 5405 of Title 32 describes the process the tax commissioner must follow in developing the state's equalized grand list. Section 5405(f) recognizes the increased workload placed on municipalities in order to assist the tax commissioner with developing the equalized grand list. In return for this assistance, Section 5405(f) requires the commissioner to pay each municipality a fee of \$1 per parcel for services provided to the commissioner in connection with his or her duties under this section.

Presumably, the town's listers perform much of this work; however the selectboard must decide how to use the \$1 per parcel fee, and propose a use to the voters. 17 V.S.A. § 2664. Whether the listers should be compensated via the \$1 per parcel fee, via another compensation scheme, or a combination of the two, is a question that may be put to the voters, or may be decided by the selectboard if the voters do not act. 24 V.S.A. §§ 932, 933.

- Dominic Cloud, Manager, VLCT
Municipal Assistance Center

What limitations are there on the revenue received from parking meters?

State law provides that municipalities may purchase, own, use, and operate parking lots, and, if necessary, may pledge the credit of the municipality in order to do so. This section seems to contemplate revenue

bonds as the preferred method of financing, as it provides that credit is derived "from the anticipated income from the operation

of parking meters," though presumably other methods of financing, such as general obligation bonds, would be acceptable as well. 24 V.S.A. § 1864.

However you finance the acquisition of parking lots, the law defines revenues as "all rates, fees, charges, or other income received by the municipality" and provides that such revenues must be kept separate and may only be used as follows (24 V.S.A. §§ 1861(7) and 1865):

1. Purchase of parking lots(s);
2. Purchase, install, repair, and operate meters and equipment;
3. Collect, sort, wrap, and account for coin deposits;
4. Police, light, and maintain the meters and lots;
5. Control and regulate traffic;
6. Pay the principal and interest (debt service) on any bonds.

Presumably, a portion of the police department expenses would be eligible under criterion four, as would a portion of the highway department that keeps the parking lot plowed; however, an expense that is not directly linked to one of the above criteria, such as parks and recreation, would not be appropriate.

In short, the law seems to require that these revenues are user fees, which must remain linked to the costs of providing this service, and not get used for purposes beyond those provided above.

- Dominic Cloud, Manager, VLCT
Municipal Assistance Center

Must the town obtain a local zoning permit to build a new town office?

The general answer is that this depends on the requirements of the local zoning bylaw. However, the lynchpin of the answer is that there is no exemption from zoning for municipalities, unless your local bylaw has specifically created one.

Most towns will find themselves rewriting their bylaws in the near future to comply

with Act 115. Zoning bylaw drafters should be cognizant of the partial limitation in 24 V.S.A. § 4413(a)(1) which inhibits local regulation of various uses, including "State- or community-owned and operated institutions and facilities." This restricts municipal authority over those uses to regulation of "location, size, height, building bulk, yards, courts, setbacks, density of buildings, off-street parking, loading facilities, traffic, noise, lighting, landscaping, and screening requirements, and only to the extent that regulations do not have the effect of interfering with the intended functional use."

The bottom line is that local bylaws can probably only regulate municipal facilities with respect to the issues listed above.

- Brian Monaghan, Attorney, VLCT
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MUNICIPAL EXEMPTION FROM SALES/USE AND ROOMS/MEALS TAX

VLCT would like to remind Vermont municipalities that they are exempt from the state Sales and Use Tax and the state Meals and Rooms Tax.

Thirty-two V.S.A. § 9743 (1) exempts Vermont municipalities from the Sales and Use Tax. There is no section in the Vermont Statutes that specifically exempts municipalities from the Meals and Rooms Tax. However, Technical Bulletin 13 issued on October 13, 1998 clarifies the issue. The Bulletin states:

“The State of Vermont is not subject to the Vermont Meals and Rooms Tax when it directly

pays charges for meals and occupancy. ... For purposes of the exemption from the Meals and Rooms Tax, the ‘State of Vermont’ shall mean the state, any of its agencies, instrumentalities, public authorities, public corporations, political subdivisions, cities, towns, school districts, and Vermont state colleges (including the University of Vermont).”

The exemption from the Sales/Use Tax and the Meals/Rooms Tax is permissible only when:

1. The charge is invoiced directly to the Vermont municipality.

2. The charge is placed on a credit card with the municipality as the holder of the credit card and the municipality pays for the card charges with a municipal check.
3. A municipal check is used to pay for the purchase.

If a municipal employee *personally* pays for a taxable item (supplies, equipment, meals, rooms), the charge is taxable even if the municipality later reimburses the employee through an expense account claim.

To reiterate: a Vermont municipality must directly pay for purchases in order for the transaction to be tax exempt. Cash purchases by municipal employees (and purchases using an employee’s personal credit card) are taxable even if reimbursed by the municipality.

(Continued on Page Nine)

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CLERK/TREASURERS, VLCT TO DEVELOP MODEL ROLES AND RESPONSIBILITIES

The Vermont Municipal Clerks' and Treasurers' Association (VMCTA) and VLCT are collaborating on a model of roles and responsibilities for clerk/treasurers. The model will encourage clerk/treasurers and selectboards to work together to clarify the duties and responsibilities of the clerk/treasurer in their community.

VMCTA and VLCT believe it is important for the clerk, treasurer, and selectboard in each municipality to clarify roles and responsibilities because, while state law provides clerk/treasurers with the source of their authority, the statutes often do not prescribe who is responsible for specific day-to-day administrative matters. A good description of who is responsible for what duties – developed collaboratively with the selectboard and the clerk/treasurer – can answer questions such as:

- Who is responsible for payroll, the treasurer or the town administrator?
- Who should prepare the warrants for the board to sign? Customarily the treasurer's duty, auditors are now advising that there needs to be a segregation of duties.
- What is an appropriate salary for the clerk/treasurer?
- How much access should the board have to the balance on town accounts?
- Does the town need to hire a bookkeeper to assist the treasurer? If so, who does the bookkeeper report to?

The VMCTA/VLCT model will likely divide responsibilities into two categories: statutory and discretionary. Statutory duties take affect by operation of law and include duties such as signing checks and recording documents. Discretionary duties vary widely and may include everything from assisting the selectboard with research between meetings to preparing the town report. Clerk/treasurers and selectboards must, by mutual agreement, decide which (if any) of the discretionary duties clerk/treasurers are going to fill.

The VMCTA/VLCT model will be designed as a planning tool, and is intended to assist with coordinating the activities of the town, determining appropriate compensation, and encouraging teamwork within town hall. Our hope is that capturing the breadth and complexity of the clerk/treasurer's role in one document will help the clerk/treasurer, selectboards, other town hall staff, and the voters to have the same expectations for the position.

Finally, VMCTA and VLCT are excited about developing this model because the collaborative process itself - with the clerk/treasurer, selectboard, and other town hall staff working together to define a common vision - is one of the best ways to prevent and resolve the conflicts that sometimes occur when it is unclear where specific responsibilities fall.

VMCTA and VLCT are presently forming a working group to review drafts

of the model. Please contact Sandy Harris, VMCTA President (vernontc@sover.net) or Dominic Cloud, Manager, VLCT Municipal Assistance Center (dcloud@vlct.org.) if you are interested in participating.

- Dominic Cloud, Manager, VLCT Municipal Assistance Center

WELCOME -

(Continued from Page One)

Legislative Report. Consider attending a workshop put on by the VLCT Municipal Assistance Center, especially the Selectboard Forum on Saturday, April 2 in Dover, Vermont.

For more information on the Forum and VLCT MAC's spring schedule of educational workshops, please visit our Web site calendar at www.vlct.org/calendar/.

You will also find in this issue several inserts designed to orient you to the broad range of VLCT services: our Municipal Assistance Center, which offers legal, educational and consulting services, our Group Services department, which offers a wide range of insurance and benefits services; and, finally, our advocacy department, which represents municipal interests at the Vermont State House. Our members include all 246 cities and towns in Vermont, so rest assured that if you call, we will be available to help. Our toll-free telephone number is 800/649-7915 and general e-mail address is info@vlct.org. Individual staff members can be reached at firstname.lastname@vlct.org.

Welcome aboard, and good luck in your upcoming year(s) in office!

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RELATIONSHIPS -

(Continued from Page Two)

made painfully aware of this with the sentencing of a former elected municipal official found guilty of embezzling from her new employer that had hired her as part of her rehabilitation from embezzling from her municipality. No town office can claim that an occasional self-serving individual has not held a seat or two.

In addition to the structural and personal challenges, we unfortunately have to add the interpersonal issues that come up. It is hard to not bring our personal and business relationships into Town Hall. Additionally, some of us are just more “people persons” than others.

Of these three dimensions of making local government work, the most important is the ability to make it work *together*. A town could adopt a municipal charter that clearly sets out the financial roles and responsibilities to a “T” with mutually agreed upon job descriptions for all the actors. The jobs could all be filled with PhDs in their specific fields. Still, nothing could get done and the citizens not be served unless these important people find a way to work together.

Vermont's vague and archaic laws governing the running of town government, particularly in the area of financial management, are sometimes frustrating, but in even more cases, they allow for great flexibility and creativity. The key is open communication, mutual respect and remembering why we are all here in Town Hall in the first place.

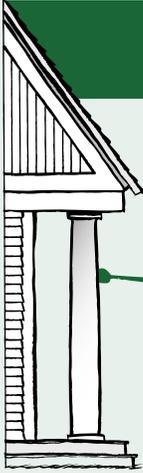
- Steven Jeffrey, Executive Director, Vermont League of Cities and Towns

SALES TAX -

(Continued from Page Seven)

Please note that the state Tax Department adheres to a very conservative interpretation of these tax laws. If it is not clear that you are a political subdivision of the **state** you should seek a written opinion from the Department before making a determination regarding your tax status. For more information, contact the Department's Taxpayer Services Division, Business Tax section, at 802/828-2551.

- Michael Gilbar, Director, VLCT Administrative Services



CUTS (COMMUNICATIONS UNDER TEN SENTENCES)

USDA GRANTS AND “PRESERVE AMERICA”

The United States Department of Agriculture recently marked the second anniversary of the *Preserve America* initiative by announcing that *Preserve America* communities will be given priority consideration for community facility funding projects that support efforts to preserve and enjoy America's priceless culture and natural heritage.

The *Preserve America* initiative, announced by Mrs. Laura Bush on March 3, 2003, is a White House effort to encourage and support community efforts for the preservation and enjoyment of America's priceless cultural and natural heritage. To date, more than 220 communities in 37 states have received the designation as *Preserve America* communities and will be considered for priority funding under the Rural Development Community Facilities program.

The Community Facilities Loan and Grant program provides communities with financial tools and facilitates essential community facilities such as health care clinics, police and fire stations, schools and child care centers. The program's flexibility also allows funding for projects that revitalize rural economies, such as interpretative centers, museums or restored historical buildings. Further information on eligibility for priority funding through the Community Facilities Loan and Grant program can be obtained by contacting any local USDA Rural Development office or by visiting www.rurdev.usda.gov.

Communities designated through *Preserve America* receive national recognition for their efforts. Benefits include use of the *Preserve*

(Continued on next page)

WELCOME

The **Town of Ripton** and the **Norwich Fire District** recently joined the VLCT Health Trust, bringing total membership in the Health Trust up to 293.

REMINDER

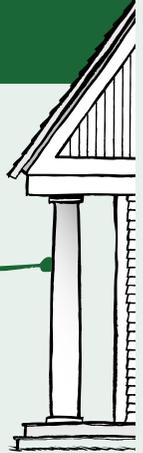
The VLCT Employee Assistance Program is co-sponsored by the VLCT Health and PACIF Trusts for their member municipalities. Employees *and their household members* are eligible to use the EAP for free. Call 800/287-2173 for assistance.

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TOOL SAFETY CHECKLIST

Hand tools are such simple implements that it's easy to forget they are a common cause of injuries at work and at home.

Do you:

- Inspect tools before each use?
- Replace or repair defective tools?
- Recondition or replace tools such as chisels and punches that develop mushroom heads during use?
- Replace broken or bent wrenches?
- Replace broken or fractured handles?
- Keep cutting edges sharp so that the tool moves without binding or skipping?
- Make sure handles are wedged tightly in the head of all tools?

- Always select the right tool for the job and use it only as it is intended to be used?
- Store tools in dry, secure locations?

HAND TOOLS AND ERGONOMICS

When you use hand tools, you need to take ergonomics into account, which means using tools that are designed to maintain a neutral body position and to avoid twisting, vibration, pressure on joints and tendons, and strain on muscles. For example, handles on tools like screwdrivers and hammers need to:

- Fit your hand comfortably.
- Be long enough so that the end doesn't press into your palm or wrist.
- Have rounded edges.
- Be made of compressible and nonslippery material.
- Minimize the transfer of vibration to your hand.

For more information about VLCT Group Services' Safety and Wellness programs, contact Brian FitzPatrick, Manager, VLCT Safety and Health Promotion Department, at bfitzpatrick@vlct.org, or 800/649-7915.



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PRESERVE AMERICA -

(Continued from previous page)

America logo, listing in a government Web-based directory to showcase preservation and heritage tourism efforts, and eligibility for special existing and proposed *Preserve America* grants and funding through various government agencies. The next quarterly deadline for *Preserve America* Community applications is June 1, 2005. For more information, application forms, and procedures, visit www.PreserveAmerica.gov.

The Bush Administration's fiscal year 2006 budget contains a request for \$12.5 million in grant funds for which communities meeting the *Preserve America* criteria will be eligible to apply. These matching fund grants of \$50,000 to \$250,000 would be distributed on a competitive basis to projects that preserve and use important historic resources for promotion of heritage tourism and other economic revitalization projects.



MYERS -

(Continued from Page One)

the country for a new place to call home. They had purchased a vacation home in Wilmington in 1988, and, in the end, they came back to the town for their retirement. "We looked in Florida, North Carolina, and Texas, where I had a lot of friends and business associates, and still chose Vermont," said Myers. "We thought about where we had been the happiest in our lives, and this was the place."



Paul Myers

Myers almost immediately jumped into community service, as did his wife, who had retired from her own career managing a regional real estate company's offices in Connecticut. "I always wanted to serve in my community but because I was often traveling and the amount of time my job took up, I couldn't," Myers said. "Now, I find that there are a lot of things you can do to make a difference, and it feels good to give something back."

Once settled in Wilmington, Myers applied to be on the Wilmington Planning Commission and joined the board of the Mt. Snow Valley Chamber of Commerce. Just over a year ago he was elected to the Wilmington Selectboard. He likes "being a part of the solution," for local problems, though he doesn't term them that way. He views the challenges facing his selectboard more as "opportunities."

When asked about how it felt to change gears from his previous, global responsibilities to his new, very local ones, Myers responded, "I really had to consciously make some changes in the way I deal with situations, issues and responsibilities. The Texaco

way is not the way to deal with small town administration. I had to move from the broad scope to the nitty gritty: what kind of truck to buy, how much sand to purchase and stockpile."

Another difference he noted is the sharing of responsibilities with four other selectpersons. "We are a very diverse board with very different life experiences, which affect what we bring to the table. I am really pleased with how we work together and come to workable solutions."

Myers would like to bring this experience in building consensus from diverse backgrounds to the VLCT Board level and beyond – right up to the State House in Montpelier. "Vermont is very diverse – we are a resort town with many second homes, which is very different from towns up in northeastern Vermont," he observed. But, based on his experiences on the selectboard, and working with Wilmington's business community through the Chamber of Commerce, Myers believes that "workable solutions" are possible. He'd like to see solutions coming out of Montpelier that don't "help part of the state but penalize others."

Education funding is, of course, on Myers' mind, as is the state permitting process for land development. "Our permitting process sends the message that we are not a business-friendly state," he said. "This may not be true, but it is the perception." Myers would like to see the state offer more jobs with good benefits, so that its children can stay in the state, rather than have to leave for better opportunities.

In Wilmington, he makes it a point to involve the business community in local government decisions. Wilmington is in the midst of rewriting its town plan and zoning regulations, and dealing with severe downtown traffic and parking issues caused by the intersection of Routes 9 and 100 and the town's close proximity to the Mt. Snow ski resort. Working with the downtown businesses that are negatively impacted by the congestion, the town is looking at the possibility of moving some of its downtown facilities to make room for additional parking.

It is this kind of thinking that interests Myers – in his words, "more of a private-public partnership model." He'd like to move the business community away from its perception of local government as a barrier, rather than partner.

With his past corporate experience, Myers is uniquely situated to forge partnerships

with the private sector. But he also takes his new, public sector role very seriously. He realizes that his fiduciary responsibility as a selectperson is to all taxpayers, and has carefully studied up on the role of selectperson over the last year.

"I'm a big education guy – I've read VLCT's *Selectboard Handbook* and it was great," he noted. He would, however, like more educational opportunities, such as on line courses, case studies, and more targeted trainings right after Town Meeting. "I understand that this is a resource issue for VLCT," he said, but he added that an educated local official is one that is able to think ahead – to get ahead of the curve on local issues, instead of playing catch up.

In his free time, Myers does some educating of his own. He is a Civil War buff, and occasionally lectures on certain aspects of the War. His great grandfather fought in many Civil War battles, and he has a large library of Civil War books and memorabilia, including period pistols and swords. He notes that then, as well as now in the Iraq conflict, more Vermonters died on a per capita basis than in any other state.

Myers is also a former marathon runner. He still runs, plays tennis, and mountain bikes when the Vermont weather, and that other factor, black flies, allow. While his peers may be exercising in the Florida sunshine, Myers is just as happy to work out in his indoor gym in the winter. To the benefit of the Town of Wilmington and VLCT, retiring to cold Vermont was not a problem for him.

Welcome to the VLCT Board, Paul Myers!

- Katherine Roe, VLCT Communications Coordinator

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WIRELESS INTERNET SERVICE COMES TO MONTPELIER

Legislators, lobbyists and visitors to the Vermont State House are enjoying convenient Internet access thanks to a new wireless network installed at the capitol.

Using a laptop computer or handheld device equipped for wireless reception, people throughout the building now can get onto the Internet without having to plug into a telephone jack or network connection.

The State House wireless network is part of collaboration among

state government, the City of Montpelier and MontpelierNet, a community Internet cooperative formed last year with support from the City. The Legislature had the wireless equipment installed to provide better Internet access to lawmakers. On the existing State House network, there are only about a dozen desktop workstations for legislators to use to check e-mail, search legislative documents or conduct research on the World Wide Web. With the new



wireless system, legislators can connect their laptops to the Internet from anywhere in the building.

Public access to the Internet is available through subscription. Service can be purchased by the hour, day or month. Transactions are handled on-line through a secure Web connection. Later this year, MontpelierNet expects to provide similar wireless access in downtown Montpelier. Anyone with access to the State House network will be able to use the other MontpelierNet sites, which are commonly known as Wi-Fi (wireless fidelity) "hotspots."

Municipal officials who are visiting the State House to testify or to track legislation should consider bringing along their laptops

(Continued on next page)

Your Home Is Here, Shouldn't Your Mortgage?

Northeast Home Loan and Jennie Buchanan are here and local to serve your mortgage needs. They know the local real estate market and work with real estate agents you do business with.

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GOING WIRELESS – A CITY'S PERSPECTIVE

Looking ahead, the City of Montpelier recently embarked on a three-phase telecommunications project that uses cutting edge technology to achieve three goals: modernize its operations, cut communications costs, and boost downtown economic development.

The first step in the project was to replace the City's land lines with a wireless network. In doing so, the City realized its second goal by saving over \$2,000 a month. This allowed local officials to invest in the necessary equipment to provide wireless communications among City Hall, Public Works, Police, Fire and the Waste-water Treatment facility. This capital investment of approximately \$70,000 will pay for itself in three years and will allow the City to reap the future benefits of Wi-Fi, including wireless

(Continued on next page)



VLCT STAFF NEWS AND NOTES

VLCT welcomed two new staff members in March, **Tanya Chambers**, Member Relations Representative, and **Ann Smith**, Water Resources and Land Use Specialist.

Tanya came to the League from Blue Cross Blue Shield of Vermont, where she was a Senior Service Specialist. With her experience in the health insurance field, Tanya is a welcome addition to the VLCT Group Services' Member Relations Department.

Tanya will be working closely with **Kim Gauthier**, who was recently promoted to the new position of Senior Member Relations Representative. Congratulations are also due to **Tina Feeney**, who was promoted from the position of Underwriter to the new position of Member Relations and Underwriting Manager. Tina had been managing both functions on an interim basis since

late last year; her new position makes this arrangement permanent.

Tanya takes the place of **Rikk Taft**, another VLCT staff member on the move! Rikk recently traded his Member Relations Representative position for that of Loss Control Consultant. Following a period of training, Rikk will be out on the road, still assisting VLCT members but in a different capacity. Rikk eventually will take the place of **Art LaPierre**, who will retire from VLCT later this spring.

Over at the other end of the VLCT offices, the Municipal Assistance Center welcomed Ann Smith, who was hired for the new position of Water Resources and Land Use Specialist. (See related article elsewhere in this issue.) Ann comes to VLCT from the Vermont Agency of Natural Resources, where she was the Vermont Coordinator for

the Lake Champlain Basin Program. Prior to her work with the State of Vermont, Ann was a Director of Watershed Programs, Southeast Region, for the Pennsylvania Environmental Council.

Both Tanya and Ann will be spending a lot of their time on the road, bringing information, education and assistance directly to VLCT members. Please don't hesitate to give them a call and introduce yourselves – both look forward to meeting and working with VLCT members.

Finally, VLCT recently bid farewell to **Nicole Bride**, our Information Technology Technician. In addition to keeping VLCT's PCs cooperatively working at their full potential, Nicole ran a very friendly "help desk" for the PCs' sometimes not so cooperative human operators. We wish Nicole well in her new position of Information Technology Specialist II with the state Information and Innovation Department.

- Katherine Roe, VLCT Communications Coordinator

TECH CHECK -

(Continued from previous page)

to try out the new network.

MontpelierNet is a consumer cooperative formed last year to help expand the availability of affordable, high-speed, high-capacity Internet service to businesses, city government, residents and visitors. The cooperative serves as a buying pool and has contracted to purchase services from Summit Technologies, a Burlington company that specializes in wireless networks, and Sovernet, the Internet service provider based in Bellows Falls. Although the Montpelier network is being developed in stages, it has been designed to meet the needs of as many constituencies as possible, including retail businesses, small offices and individuals as well as businesses that move a lot of data electronically.

MontpelierNet was a project of the Vermont Broadband Council, a non-profit organization affiliated with Vermont State Colleges. The MontpelierNet model is one that can be adapted for other communities around the state. For additional information, please contact Jack Hoffman, Vermont Broadband Council, P.O. Box 539, Waterbury, VT 05676 or 802/241-2569 or jack.hoffman@vtbroadbandl.org.

- Jack Hoffman, Vermont Broadband Council

CITY PERSPECTIVE -

(Continued from previous page)

laptops in cruisers and other public safety vehicles.

The City then turned toward its third goal, aiding downtown economic development. This involved expanding the wireless network to make it available to business high-end users who need large amounts of bandwidth. Jack Hoffman, Executive Director of the Vermont Broadband Council, was able to provide a business model for this effort, which resulted in the creation of the cooperative entity that became MontpelierNet.

MontpelierNet has a Board of Directors that includes City representation. It can borrow money through the Vermont Economic Development Authority to build capacity as it adds members. Bill Fraser, Montpelier City Manager and one of the City's representatives on the MontpelierNet Board, says that the City's and the Cooperative's capital investments are kept separate. Montpelier's equipment is leased by MontpelierNet, which keeps the relationship between them separate and distinct.

As noted in the accompanying article, MontpelierNet has begun to create Wi-Fi "hot spots" that are open to core city users. The City anticipates

the expansion of these "hot spots" throughout the entire downtown.

City Manager Fraser says he is "very excited about the project and pleased at the way it's working for the City." He believes that this kind of forward thinking initiative helps the business community. "People will come to expect this over time," he predicted. Fraser also notes that the cooperative model may provide some real benefits to small communities that are considering expanding or developing broadband.

For smaller communities considering wireless or some other type of broadband initiative, the cooperative model indeed provides an opportunity to realize cost savings by splitting the higher costs of larger amounts of bandwidth among several members. As an economic development tool, it can serve to strengthen the ability of small rural businesses to survive in areas where telecommunication has traditionally been lacking. Ultimately, it can bring together local government, businesses and residents in a collaborative effort to keep the community vibrant and growing.

- Michael Gilbar, Director, VLCT Administrative Services



WATER SPECIALIST DUTIES

The new Water Resources and Land Use Specialist will work with the 137 cities and towns within the Lake Champlain Basin to:

- review town plans and zoning bylaws to learn about current protection provided to water resources at the local level;
- develop a series of presentations for municipalities about what assistance VLCT can offer them;
- develop bylaws, policies, and practices with local governments for implementation by local governments;
- work with the University of Vermont to provide education about water resource protection; and
- act as a liaison and coordinator among cities and towns, ANR, the University, watershed councils, and other entities involved in water issues in the state.

A large portion of the Water Specialist's time will be spent in your communities and in the field. For further information, contact Ann Smith, VLCT Water Resources and Land Use Specialist, at asmith@vlct.org.

WATER SPECIALIST -

(Continued from Page One)

Here we aren't yet talking about the water rights wars of Western lore, but rather the capacity of the waters of the state to absorb the discharges or runoff generated by our uses of the land, while at the same time continuing to comply with the federal Clean Water Act and state laws that implement that Act.

Like it or not, municipalities are at the forefront of efforts to insure that Vermont waterways remain clean or "fishable/swimmable." That is because those municipalities that have enacted zoning bylaws issue permits for land uses within their borders, municipalities are the entities that build and operate most environmental infrastructure in the state, and every town in the state is host to streams, rivers or lakes and ponds.

Whenever development or agricultural or forestry use takes place on the land, it generates wastewater, most of which is handled in a septic system or wastewater treatment system. These land uses also produce runoff during storm events, which can compromise streambanks and riverbeds, and can exponentially increase flows of water carrying pollutants and sediment into our waterways.

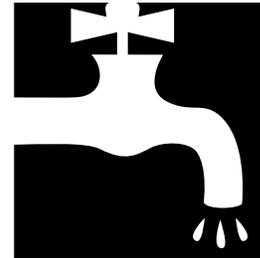
VLCT looks forward to helping municipalities within the Lake Champlain Basin deal with these issues.

- Karen Horn, Director, VLCT Legislative and Membership Services

NEW NAME FOR NE RURAL WATER ASSOCIATION

As rural water organizations in other New England states have grown more prominent, Vermont's Northeast Rural Water Association has decided to change its name to the Vermont Rural Water Association (VRWA).

VRWA, which has a staff of seven water/wastewater experts, has been providing onsite technical services to Vermont's water and wastewater systems for twenty-two years. Its services also include training for system operators, source water protection planning, and assistance with



the managerial and financial aspects of running a system.

The new name will bring no changes to VRWA's services, personnel, or membership benefits. For more information about VRWA, you may contact them on the Web at vtruralwater.org.

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TRIVIA

No one ventured a guess at last month's question: When was the first fish and game license issued in the State of Vermont and what was it for? The answer is 1894; it was for netting fish in Lake Champlain.

As we look forward to boating and swimming this summer, here is a teaser for mud season:

What are the two largest natural lakes contained entirely within the borders of Vermont? And, for extra credit, what is the largest non-natural lake contained entirely within the borders of Vermont?

Contact us with your answer: VLCT, 89 Main Street, Suite 4, Montpelier, VT 05602, tel. 800/649-7915, fax, 802/229-2211, e-mail, kroe@vlct.org.



UPDATED CLERK AND DOG POSTERS AVAILABLE

The VLCT Municipal Assistance Center recently updated its Municipal Clerk Fee Schedule and Municipal Dog/Wolf-Hybrid Licenses and Fees posters. Designed to hang in municipal offices for easy reference by both clerks and members of the public, each is a handy compendium of commonly assessed municipal fees.

Order your copy today for \$5 (plus 6% sales tax, if not paid by a municipal check or check from tax-exempt entity, along with tax ID number.) Order online at www.vlct.org/bookstore/store/index.

TELECOMMUNICATIONS ORDINANCE TOO!

The VLCT Municipal Assistance Center recently revised its model telecommunications facilities ordinance. The model is intended to help member municipalities develop or revise a stand-alone ordinance. Municipalities are encouraged to use the model as a starting point as they look at their own municipality's particular needs. For an electronic version of the model, please contact Tara Fischer, VLCT Research and Information Assistant, at tfischer@vlct.org.

WIND DEMONSTRATION FUNDING

The Department of Public Service recently announced that it will provide over \$300,000 to support Vermont wind energy demonstrations. Grants will be provided to cover a portion of the cost of installing small-scale, net-metered wind systems on farms, schools, and other public areas. Applicants will be required to demonstrate a long-term commitment to maintenance, monitoring, and evaluation activities.

There is a maximum award of \$30,000 per project, except for farm projects, which have a \$50,000 maximum. All projects must occur in Vermont. Municipalities, K-12 schools, and farms are eligible to submit proposals. Fifty percent matching funds are required (in-kind or cash). **Funds will be awarded on a first come basis until total funds are distributed.** Funding for this program is made available through the efforts of Senator James Jeffords and the US Dept. of Energy.

For additional information, contact Robert Ide at 802/828-4009 or by e-mail at robert.ide@state.vt.us.

LOCAL GOVERNMENT DAY 2005

Local Government Day 2005 was, by all accounts, a huge success. With a sell-out crowd of 225 members, more than 100 legislators, and 36 students, the Capitol Plaza Hotel was filled to the brim!

The annual event drew members from all fourteen Vermont counties and saw the highest number of legislators ever in attendance. The day started with a welcome by Governor James Douglas and Montpelier Mayor Mary Hooper. Attendees then heard about the latest issues from VLCT and Vermont Municipal Clerks' and Treasurers' Association lobbying staff before heading up to the State House to sit in on committee hearings and general House and Senate sessions.

The luncheon speaker was newly elected Speaker of the House, Gaye Symington. The afternoon was open for attendees to return to the State House. We hope that those who attended found the day worthwhile. We welcome any comments or suggestions you may have for future Local Government Day activities. You may e-mail them to jhill@vlct.org.

- Jessica Hill, VLCT Conference Coordinator



From left to right, Managers Chuck Hafter, South Burlington, and Bill Fraser, Montpelier, Assistant Manager Dennis Gravelin, South Burlington, and Manager Rick McGuire, Williston.



VLCT Executive Director Steven Jeffrey makes a point to Pat Scheidel, Manager, Town of Essex and President, VLCT PACIF Board of Directors.



Two local officials let VLCT Board member and Glover selectperson Nick Ecker-Racz, far right, know what is on their minds.



A local official catches the ear of Representative Michael Obuchowski, far right, who is also Chair of the House Ways and Means Committee.



Kelley Avery, left, Administrative Assistant for Member Relations, and Tina Feeney, Manager, Member Relations and Underwriting, "personned" the Group Services booth.



TO SALT OR NOT TO SALT ... SAND PILES THAT IS!

Recently, VLCT staff asked local officials about how they handle their sand piles in winter. The question was asked because of the impending rule from the federal Environmental Protection Agency and state Stormwater Division that will require the enclosing of salted sand piles.

We knew that salt added to a sand pile helps keep the sand from freezing into unusable chunks of dirt. This keeps winter roads passable for pleasure cars (including those out-of-state, two-wheel drive vehicles with bald, all-season tires and drivers with zero experience in snow). We didn't know how extensive the practice of salting sand piles is, and what the alternatives might be.

WHAT'S A GRIZZLY?

OK, said I, what is a grizzly?! And how do you get him or her to cooperate? My answer came courtesy of the Rutland Town Highway Garage. A grizzly is a large screen that doesn't shake. You put the sand on the screen and the smaller chunks fall through. The larger chunks fall off to the side where they are saved to start the next year's pile. Rutland Town has 2" holes in its grizzly. (Well, that might make it more prone to cooperation!)

First, let us say your responses were wonderful! And second, it is worth noting that the question of whether to salt or not to salt borders as much on religion as on practice. This only goes to prove the diversity and ingenuity among our municipalities - a good thing!

On to the results. Quite a few cities and towns around the state have experimented with not salting their sand piles, but many have stuck with the practice. Essentially, there are the no salt towns, the towns that salt as they put the sand in the truck, and the towns that mix the salt in the sand pile.

NO SALT

One town that does not salt its sand pile is Waitsfield. Instead, the town uses a screen to break up chunks, hires a contractor occasionally to break through the crust, and also sets aside unmanageable chunks to start the next year's pile. Managing the frozen material is admittedly a major frustration for the Waitsfield road crew. The Town of Westford is trying the no-salt routine for the first time this year, without much enthusiasm. Road crew members spend a lot of time breaking up chunks in the back of the trucks. Essex stopped salting its sand pile two years ago and has found that, as a side benefit, mud season is far milder than it used to be. Williamstown and Morristown do not salt. Instead, they use hand-applied chloride to the top of the

pile to form a frost-free crust. Granville does not salt its pile but plans to cover it anyway because it is unusable if left open to the rain and ice. West Windsor, a no-salt town, is investigating covers for the same reason as Granville.

Incidentally, the Agency of Transportation garage in White River hasn't used salt in years.

Experience seems to say that the no-salt routine works better for larger sand piles because some years the sand can freeze to two to three feet deep. Most of that crust is unusable until the next year, but the sand underneath is fine to use. Again, as my Rutland Town advisor pointed out to me, sand doesn't rot. Use it next year or whenever.

SALT-SAND MIXES AS YOU GO

In Warren, the road crew mixes a load of 1/2 salt and 1/2 sand for one truck as it is being sent out; the other trucks use sand. A screen/grinder is used to break up chunks of sand. Wilmington uses a similar system, employing a "grizzly" to break up the sand. Hartford and Craftsbury also mix salt and sand as needed inside covered facilities. Craftsbury's facility is a 30 x 30 cloth covered cement structure that keeps the salt contained before it is used. Brattleboro salts its sand as it is used. Rutland Town doesn't salt its pile, but uses a grizzly to separate large chunks. The sorted sand is piled under cover and then mixed with salt as it is used.

SALTED PILES

Norwich does salt its sand pile, having experimented with the no-salt routine a few years ago. In that year, quite a bit of sand ended up being unusable. An effort to cover the sand pile with a plastic membrane also failed as the plastic proved troublesome as the winter wore on. Glover salts and screens its sand as they stockpile it. Cavendish tried the no-salt routine last year but spent far too much time breaking frozen clods on the grizzly, and is back to salting the pile this year. Johnson, Hinesburg and Northfield also salt their sand piles.

Clearly this is by no means a comprehensive list. It should be helpful to towns that are thinking about how to handle their sand piles in future years. And we are sure that the highway departments in the various towns mentioned here would be happy to discuss their experience in more detail.

- Karen Horn, Director, VLCT Legislative and Membership Services

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CLASSIFIEDS -

(Continued from Page Nineteen)

experience, or equivalent combination of experience and education required. Master's degree preferred. Hiring range is \$45,000-\$53,000, DOQ. Full job description available at www.vlct.org under Classifieds. Please send resume and cover letter to: Putney Manager Search, VLCT, 89 Main Street, Suite 4, Montpelier, VT 05602. Resume review will begin March 28, 2005. EOE. (3-2)

Assistant Public Works Director.

Hartford, Vt. (pop. 10,400), a growing rural/urban community located in heart of the picturesque Upper Valley of Vermont and New Hampshire and rich in natural and recreational opportunities, seeks an Assistant Director of Public Works. Responsibilities include overall administration and supervision of two water and two wastewater systems that serve the villages of Quechee, Hartford, Wilder and White River Junction, and other tasks as requested by the Director of Public Works. Must be able to efficiently organize, plan and direct daily and long-term activities of the work crews. Requires 2-4 year degree in engineering or related field and 8-10 years of progressive managerial/supervisory experience in public works operations and maintenance, or a combination of education and experience from which comparable knowledge and skills have been acquired. Salary, \$44,844-\$53,580 DOQ, with an exceptional benefits package. Send cover letter and resume to: Public Works Director, Town of Hartford, 173 Airport Road, White River Junction, VT 05001 **by March 25, 2005.** EOE. (3-3)

Recreation Superintendent. The Town of Stowe, Vt. seeks a recreation superintendent to direct operations of the Recreation Department, implement the Stowe Rec Plan as directed by the Selectboard and Town Administrator and develop and manage community recreation, athletic programs and special events for youth and adults. Marketing, promotion and evaluation of various programs will be key responsibilities. This is a full-time position, with excellent benefits. Annual salary range of \$40,000-\$45,000, depending upon qualifications

and experience. The ideal candidate will have excellent written and oral communication skills and proficiency with various computer programs. Bachelor's degree in Recreation Administration or related field and three years of experience required. Additional experience can be substituted for educational requirement. A copy of the job description is on our Web site: www.townofstowevt.org. Applications accepted until the position is filled. Send letter of interest and resume to: Susanne Gann, HR Coordinator, Town of Stowe, P.O. Box 730, Stowe, VT 05672 or e-mail sgann.townofstowevt.org. (3-8)

Technology Support Specialist. VLCT has an immediate, entry-level opportunity for a technical person to provide support for software, hardware, network and communications systems. Candidates should possess strong customer service, problem solving, and research skills. Position requires Associate's or Bachelor's degree in computer technology or related field (or equivalent experience) plus minimum 1-2 years experience providing hardware, application installation and user support in a Windows/MS Office environment. Specific expertise with Microsoft Office and Windows 2000 Pro required. Adobe applications, and Linux and Windows network administration helpful. Position reports to the Information Systems Administrator. VLCT offers a hiring range of \$25,801-\$32,251, exceptional benefits and an enjoyable office environment in downtown Montpelier. Interested candidates should e-mail cover letter, résumé and list of three references to jobsearch@vlct.org with TSS as subject. Applications accepted until filled. VLCT is an Equal Opportunity Employer. (3-8)

Member Relations Representative. Due to growth and a promotion, VLCT has an exciting opportunity within the marketing and customer service team of its insurance trust division. A Member Relations Representative is needed to conduct visits to municipal members to perform payroll audits and marketing/customer service. Additional responsibilities include handling member inquiries, problem solving, helping develop informational/marketing materials, customer service programs, educational workshops and promotional events. We seek an exceptional communicator with

strong presentation skills and the ability to work independently. Prefer college degree and/or insurance or administrative support experience. Proficiency with Excel required. Must have valid Vermont driver's license and willingness to travel throughout Vermont. Attendance at evening meetings sometimes required. Interested candidates should send cover letter, résumé and names/telephone numbers of three references to jobsearch@vlct.org with M R Rep as subject, or by mail to Human Resources, VLCT, 89 Main Street, Suite 4, Montpelier, VT 05602-2948. VLCT is an Equal Opportunity Employer. (rev. 3-8)

VLCT NEWS CLASSIFIED ADVERTISING POLICY

The *VLCT News* welcomes classified advertisements from municipal entities, public agencies, businesses and individuals. This service is free for VLCT members (regular, contributing and associate); the non-member rate is \$37.00 per ad. Ads are generally limited to 150 words and are accepted in the following categories: Articles for Sale, Help Wanted, Situations Wanted and Services.

The *VLCT News* is published eleven times per year and reaches readers in the third week of the month. Ads are also placed on the VLCT Web site as soon as they are received.

The copy deadline for advertisements is the first Friday of the month for the following month's issue. However, space is occasionally available for late additions. Please feel free to check with the editor for availability.

For more information on classified and display advertising in the *VLCT News*, please contact Katherine Roe, Editor, *VLCT News*, 89 Main Street, Suite 4, Montpelier, VT 05602, tel. 800/649-7915, fax 802/229-2211, e-mail kroe@vlct.org.



Classifieds

Please visit the VLCT Web site to view many more classified ads: www.vlct.org/classified.cfm. You may also submit your ad via an e-mail link on this page of the site.

FOR SALE

Chairs. 280 upholstered stacking auditorium-style chairs. These chairs are in very good condition with two different designs available. Price: \$8-\$10 per chair, depending on style and quantity. For more information call Drew at 802/223-5612 or Joe at 802/342-0139. Or, you may e-mail Joe at jomist@charter.net for details and pictures. (2-15)

Ricoh copier. FT4415, analog, single feeding, works well, parts not available. \$100. Call Velma Plouffe, Clerk-Treasurer, Town of Richmond, 802/434-2221. (2-16)

Free Surplus Bridge Beams. The Vermont Agency of Transportation, Operations Division, has 179 used bridge beams of

various sizes and lengths for transportation purposes. State law requires that the Agency make them available to other state agencies, municipalities, and VAST before disposing of them as scrap. The recipient will be responsible for loading, transporting and off-loading the beams. State agencies have the first choice of the beams, followed by municipalities and, lastly, VAST. For a complete listing of the beams, their size, length, general condition and location, call 802/828-0425 or e-mail Gary Schelley, VAOT Operations Division, at Gary.Schelley@state.vt.us. State agencies, municipalities, and VAST must tell VAOT which beams they wish to receive **by April 30, 2005**. The recipient must remove them from the VAOT storage site **by July 1, 2005**. (3-8)

Fire Department Utility Truck. Shelburne, Vt. is seeking bids for a 1985 Chevrolet 1 Ton 4x4 truck with a 6.2 L diesel engine (former military ambulance). Truck is in good condition and has been repainted and retrofitted for Fire Department use with a Reading utility body and racks. Sold as is, where is. For information, call

Shelburne Town Offices, 802/264-5034, **no later than April 15, 2005**. (3-15)

HELP WANTED

Highway Foreman. Castleton, Vt. is seeking applicants for the position of Highway Foreman. This is a full-time (45 hrs per week) salaried position with benefits and is not part of the Bargaining Unit. Duties/Responsibilities: Working supervisory and budgetary responsibilities for all Highway Department operations to ensure the safety of the road within the Town limits. On call 24 hours a day to coordinate Town road functions. Requirements: Knowledge of municipal responsibilities as they relate to highways, bridges, sidewalks and Town property, techniques for road maintenance in winter and summer, operation of highway equipment, highway construction, etc. Experience: High school diploma with advanced technical degree desired. Valid Vermont CDL Class A endorsement and six years experience in highway construction. Send letter of application and resume to Jon Dodd, Town Manager, Town of Castleton, P.O. Box 727, Castleton, VT 05735. **Applications accepted until position is filled.** (2-15)

Town Manager. Putney, Vt. (population 2,700) is accepting applications for Town Manager. Located in southeastern Vermont, Putney is a lively rural community that offers a high quality of life to residents and visitors alike. Visit www.putney.net for more information. The manager is responsible for the daily operations of the town, manages a \$1.5 million budget and 14 employees, and reports to a three-member select-board. Candidates should have excellent interpersonal skills, work well with volunteer boards and commissions, and have working knowledge of municipal government. Experience with public budgeting, planning and zoning, and/or community development preferred. Bachelor's degree in relevant field and three years of municipal management

(Continued on Page Eighteen)



Celebrate Vermont Drinking Water Week May 1-7, 2005



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Calendar

For more information about the following workshops or events, please contact Jessica Hill, VLCT Conference Coordinator, tel., 800/649-7915; email, jhill@vlct.org. Or, visit www.vlct.org, select the Calendar, and select a workshop for more information or to register on-line (on-line registration option is available for VLCT workshops and events only).

Selectboard Fundamentals. Saturday, April 2, 2005, Dover Town Hall, Dover. Sponsored by the VLCT Municipal Assistance Center. This new workshop will take place on Saturday. The day-long session will cover the statutory and practical elements of meetings, the role of the chair, interaction with other independent officers, and essential skills for dealing with the public and functioning well as a board.

Municipal Lands Management.

Wednesday, April 6, 2005, Hulbert Outdoor Center, Fairlee. Sponsored by the VLCT Municipal Assistance Center. This annual workshop will focus on the current challenges facing those who are charged with managing municipal lands. Particular attention will be given to maintaining public rights-of-way, and hiring and supervision of seasonal staff and volunteers.

Legal and Technical Aspects of Property

Taxes. Thursday, April 28, and Thursday, May 5, 2005. This popular workshop will be delivered twice: On April 28 at the Cortina Inn in Mendon and on May 5 at the Town and Country Resort in Stowe. Sponsored by the VLCT Municipal Assistance Center. This workshop will examine the legal issues, procedural requirements, and roles and responsibilities of those in the property tax appeals process.

VTCMA Spring Conference. Thursday, May 19, and Friday, May 20, 2005, Inn at Willow Pond, Manchester. The annual spring meeting of the Vermont Town and City Managers' Association. Save the date and watch for more details to arrive in April.

Clerks and Treasurers. Thursday, May 26, 2005, Capitol Plaza Hotel, Montpelier. Sponsored by the VLCT Municipal Assistance Center. This annual workshop will focus on the nuts and bolts issues faced by municipal clerks and treasurers. Particular attention will be given to licensing dogs, record keeping requirements, and recent statutory changes.