

VLCT NEWS

A PUBLICATION OF THE VERMONT LEAGUE OF CITIES & TOWNS

SERVING AND STRENGTHENING VERMONT LOCAL GOVERNMENTS

October 2008

ENERGY UPDATE

The wind is whistling around the house as I write tonight. Oh, the kilowatts that could be generated from such winds! That's the way an energy committee member thinks.

As we move closer to a winter that promises to be especially expensive and difficult for Vermonters, the state's 53 municipal energy committees have expanded their scope of activity. Nor are they alone – community activist groups are doing likewise. This is a function of necessity as much as anything else. Not only is the compulsion to conserve energy and reduce our carbon footprint accelerating from a climate change point of view, but the costs of getting through the winter have grown more unpredictable as fall approaches.

So what is happening around the state?

LOCAL OPTIONS FOR REDUCING ENERGY CONSUMPTION

Numerous local energy committees have held energy fairs this year to educate residents about what they can do to reduce their energy consumption. Two websites provide information about what municipalities in Vermont are doing in the sustainable energy arena: the Sustainable Energy Resource Group (www.serg-info.org) works with town energy committees in the Upper Valley; and the Vermont Energy and Climate Action Network (VECAN), which can be found at the

(Continued on Page Fourteen)

MUNICIPAL EDUCATION GRANTS AVAILABLE – APPLY TODAY!

Cities and towns across Vermont have benefited from land use training by VLCT's Municipal Assistance Center (MAC) funded by the state's Municipal Education Grant program (MEG). Last year, MAC conducted 28 MEG workshops on a range of land use topics. To respond to member needs, new workshop topics are being offered this year. (See complete list below.)

Municipalities may apply for a grant of up to \$800 any time before May 15, 2009. Grant funds may be used to bring MAC staff to city and town offices to provide on-site training. The Department of Housing and Community Affairs (DHCA) will reimburse municipalities for the grant amount after the

(Continued on Page Twelve)

VLCT ROAD SALT PURCHASING COLLABORATIVE: A RE-CAP

By indirectly hitting one of its two primary targets, VLCT's first foray into the bulk purchase of road salt by municipalities was, unconventionally, a successful one.

Created and pressed into action during a few busy days in early July, the VLCT Road Salt Purchasing Collaborative (RSPC) began the difficult task of attaining fair and equitable prices while also ensuring that towns would have road salt when they needed it. On the cost front, the effort was a success, as towns were ultimately able to purchase road salt for prices that closely tracked what the state received through its bid process.

The larger question about availability – avoiding the shortages experienced last winter – remains unanswered. VLCT has heard from the Federal Highways Administration and transportation departments in other states that the salt supply for this winter is already insufficient, making another shortage possible.

Operating in a compressed window of just a few weeks, the RSPC quickly became a coalition of 70 towns from all nine of the state's transportation districts. Together, they represented a salt purchase of nearly 50,000 tons. Another 30 or so towns debated joining

(Continued on Page Eight)



INSIDE THIS ISSUE

Smart Growth Housing	2
Legal and Regulatory Notes . . .	4
Ask the League	6
Attention Municipal Clerks . . .	7
Group Services Comm. Ctr. . .	10
CIGNA Call Centers	10
Staff News and Notes	12
Tech Check	13
Winter Preparedness	13
Classifieds	17
Calendar	20



VLCT NEWS

A PUBLICATION OF THE VERMONT LEAGUE OF CITIES & TOWNS

89 Main Street, Suite 4
Montpelier, VT 05602-2948
Tel.: (802) 229-9111 • Fax: (802) 229-2211
E-mail: info@vlct.org
Web: www.vlct.org

VLCT Board

William Perkins, President
Selectperson, Middlebury

Sanford Miller, Vice President
Manager, Milton

Bill Shepeluk, Immediate Past President
Municipal Manager, Waterbury

Jared Cadwell
Selectperson, Fayston

William Fraser
City Manager, Montpelier

Sandra Harris
Town Clerk, Vernon

Alison Kaiser
Town Clerk, Stowe

Honorable Bob Kiss
Mayor, Burlington

Honorable Chris Louras
Mayor, Rutland City

Eric Osgood
Selectperson, Johnson

Hunter Rieseberg
Manager, Hartford

Bob Rusten
Manager, Wilmington

Roland (Ted) Simmons
Selectboard Chair, Orwell

Steven E. Jeffrey
Executive Director

Allyson Barrieau
*Interim Editor
Layout*

David Gunn
Copy Editor

The *VLCT News* is published eleven times per year (the August and September issues are combined) 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.

VERMONT NEIGHBORHOODS – A SMART GROWTH HOUSING TOOL FOR COMMUNITIES

The State of Vermont recently launched its Vermont Neighborhoods program to create new housing within our communities and help reverse the trend of Vermont families driving farther and farther to find homes with mortgages they can afford.

Vermont's historic settlement pattern of compact communities surrounded by farm and forestland is largely the result of geography and economic development trends. However, Vermont's economy and development patterns have changed dramatically in the last 50 years. Beginning in the 1960s, Vermont's growth began to shift from downtowns and villages to the outskirts of communities. This trend toward auto-oriented, scattered, and low-density development accelerated in the 1970s and '80s.

This type of growth drew public concern and began a conversation about how and where the state should grow, resulting in landmark laws designed to regulate (Act 250) and plan for orderly growth (Act 200). More recently, the Legislature passed legislation recognizing and prioritizing downtowns, villages, and growth centers as locations where everyone agrees growth is appropriate.

The latest tool to promote smart growth and address the state's persistent housing

shortage is the Vermont Neighborhoods program. The program offers developers incentives and financial benefits to create new and affordable housing in targeted areas in and around designated downtowns, village centers, new town centers, and growth centers. Benefits of designation include relaxation of Act 250 regulations, exemption from the land gains tax, and reduced permit fees for developers.

Municipalities that apply to the Vermont Downtown Board for state designation for one or more Vermont Neighborhoods will receive priority for municipal planning grants to help meet the statutory requirements of the program.

For more information on the Vermont Neighborhoods Program and to download the application, visit the Department of Housing Community Affairs' website at <http://www.dhca.state.vt.us/Planning/VermontNeighborhoods.htm>.

For more information, contact Polly McMurtry at 802/828-0541 (polly.mcmurtry@state.vt.us) or Chris Cochran at 802/828-3047 (chris.cochran@state.vt.us).

- *Chris Cochran, (Tax Credit Specialist, Community and Planning Revitalization, State of Vermont)*



Weston & Sampson®

environmental/infrastructure consultants

• civil • environmental • renewable energy • public works facilities



We are growing... Come visit our new office location.

98 South Main Street, Waterbury, VT • Contact: Ken Bisceglia, PE, CHMM
802-244-5051 • westonandsampson.com





Helping You Help Your Community

At TD Banknorth, our Government Banking Team knows how demanding it is to run local, state, and county municipalities. That's why we're focused exclusively on helping communities make the most of taxpayer dollars. With personal, responsive service, our local team will go above and beyond to meet your banking needs.

Call today for an appointment to learn more about our services.

- | | | |
|-------------------|-------------------|--------------------|
| • Deposits | • Leasing | • Lending |
| • CDs and Savings | • Cash Management | • Financial Advice |



Jeanie Kelly



Anita Bourgeois



Shelly Quinn



Wanda Oczechowski



Gene Arnold



Marge Barker



Connie Brennan



Patricia Carlino



John Conte



Nicole Dumais



Arleen Girard



Ted May



Ted Scontras



Dianne Skerry



Melissa Williams



TDBanknorth.com

802 371-1618

Investment and insurance products: not a deposit; not FDIC insured; not insured by any federal government agency; not guaranteed by the bank or any affiliate; and, may be subject to investment risk, including possible loss of value. Insurance products are offered through TD Banknorth Insurance Agency, Inc. or TD Banknorth, N.A. | Bank Deposits FDIC Insured | TD Banknorth N.A. 112-3642



LEGAL AND REGULATORY NOTES



ZONING AND DUE PROCESS RIGHTS

VERMONT SUPREME COURT: ZONING BYLAW MUST INCLUDE SPECIFIC STANDARDS TO ENSURE PROPERTY OWNERS' DUE PROCESS

In what may prove to be one of its more controversial decisions on municipal land use regulation, the Vermont Supreme Court has struck down two sections of a South Burlington zoning ordinance on the grounds that the sections were so vague and delegated such "standardless discretion" to the City's Development Review Board (DRB), that they violated property owners' due process rights. *In re Appeal of JAM Golf, LLC*, 2008 VT 110.

The case involved the Vermont National Country Club, a planned residential development (PRD) permitted for 296 residential units and an 18-hole golf course. Developer JAM Golf, LLC, sought to amend the PRD approval to allow ten more lots in a wooded area bounded by three fairways, another residential development, wetlands and open space.

The DRB's decision was appealed to the Environmental Court, which denied the

amendment. The Environmental Court held that JAM Golf's proposal did not satisfy section 26.151(g) of the City zoning ordinance requiring PRDs to "protect important natural resources including ... scenic views" and "wildlife habitats." The Environmental Court also held that the proposal failed to satisfy section 26.151(l) of the zoning ordinance, requiring PRDs to conform to a City

(Continued on next page)

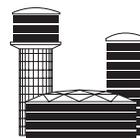
We've made your Water our Business



We know water, and we know the water business.

Let Aquastore® be the only tank you'll ever need!

- Decades of experience
- Over 700 installations
- Applications from potable to leachate



New England Tank
STATEWIDE
AQUASTORE

Premium Water and Wastewater Storage Tanks

Statewide Aquastore, Inc. • 6010 Drott Drive • East Syracuse, NY 13057 • Phone: 315.433.2782 • Fax: 315.433.5083 • www.besttank.com



LEGAL/REG. NOTES -

(Continued from previous page)

plan requirement that residential developments “protect” wildlife habitat.

In its subsequent appeal to the Supreme Court, JAM Golf challenged the Environmental Court’s interpretation of sections 26.151(g) and 26.151(l). The Supreme Court never reached JAM Golf’s arguments. Instead, it concluded that section 26.151(g) “provides no guidance as to what may be fairly expected from landowners who own a parcel containing wildlife habitat or scenic views – both common situations in Ver-

views was too ambiguous to be enforceable without more specific standards for how protection could be accomplished. Since any development by necessity must reduce wildlife habitat and scenic views, applicants and courts could not know how much less than total preservation of these resources might qualify as sufficient “protection” under the ordinance.

Examples of standards that might overcome this problem include minimum habitat protection percentages, habitat restoration requirements, limits on tree and vegetation removal, and habitat buffer requirements, all of which could provide performance-measuring benchmarks. At the same time, a de-

VLCT does not anticipate widespread invalidation of local zoning bylaws and plans by Vermont courts as a result of the *JAM Golf* decision. However, planning commission members and others involved in drafting municipal plans and zoning ordinances should give the decision careful consideration. Plans and bylaws should contain goals for protecting a community’s important resources and characteristics against thoughtless development. But these goals may be unenforceable if specific standards addressing how to achieve these goals are not provided in the bylaw or plan. As the Supreme Court stated, a bylaw must specify sufficient standards and safeguards to guide applicants and

“VLCT does not anticipate widespread invalidation of local zoning bylaws and plans by Vermont courts as a result of the JAM Golf decision. However, planning commission members and others involved in drafting municipal plans and zoning ordinances should give the decision careful consideration.”

mont – and who wish to develop their property into a PRD. Such standardless discretion violates property owners’ due process rights.” The Supreme Court then struck section 26.151(g) from the zoning ordinance.

The Supreme Court also struck section 26.151(l) from the ordinance. It held that while municipalities may require development to conform to a municipal plan, municipal officials may not deny permission for a project where there is not a specific policy set forth in the plan stated in “clear and unqualified” language that “creates no ambiguity.” According to the Supreme Court, South Burlington’s city plan requirement for “protection” of wildlife habitat and scenic

developer could be allowed flexibility and the opportunity to utilize design layouts to attain protection goals, as long as these performance standards are met. Another approach may be the use of required set-asides for the provision of open space, especially if the zoning or subdivision ordinance includes criteria stating a preference for particular natural areas or habitats that occur on a development site. Standards for protection of scenic views could include building size, bulk, location and height restrictions, sign and fencing regulations, as well as standards for on-site landscaping.

decision makers in the development review process. A copy of the case can be obtained at <http://info.libraries.vermont.gov/supct/current/op2006-307.html>.

If you have questions about the *JAM Golf* case, your zoning and subdivision ordinances or your town plan, contact the VLCT Municipal Assistance Center. Our team of attorneys and an AICP-certified planner can evaluate your ordinances, bylaws and plans and recommend language to make them more effective and compliant with the *JAM Golf* decision.

*- Jim Barlow, Senior Staff Attorney,
VLCT Municipal Assistance Center*

PLEASE SUPPORT OUR ADVERTISERS

Each month, the *VLCT News* contains display advertisements from a variety of businesses seeking to serve Vermont’s municipalities. The revenue from these advertisements helps lower our cost to produce the newsletter. If your municipality is planning a future purchase of products or services offered by our advertisers, please consider contacting them, and don’t forget to let them know you saw their advertisement in the *VLCT News*. Thank you.

Eastern Systems

Your Single Source for Municipal Printing -

- **Fraud-Resistant Checks and Forms for Computer or Manual Use**
- **Tax Bills for all Types of Taxes**
- **Envelopes, Letterheads and Business Cards**
- **Labels and Tags**
- **Pressure-Seal Forms for All Applications**

**For Price – Delivery – Quality Call
800.223.0101 or Fax 800.421.0101
or visit us at GOEASTERN.COM**

5197 Main Street Unit 7, Waitsfield, VT 05673



ASK THE LEAGUE

COIN DROPS; CAT LICENSING; MULTI-TOWN DISCONTINUANCES

Can a selectboard prohibit organizations from soliciting money from within town highways?

Yes, towns have the authority to regulate coin drops on town highways according to 23 V.S.A. § 1056. The local legislative body may grant permission to non-profits and municipal organizations to solicit financial contributions from within the roadway. Before granting approval, the legislative body must ensure there is adequate liability coverage for the municipality and that the proposed location does not "create a safety hazard or cause undue traffic congestion." Under state law, individuals under the age of 16 may not stand in the roadway and solicit contributions.

VLCT recommends that all participants be familiar with Vermont Agency of Transportation traffic safety requirements. If your municipality is a member of PACIF, please contact your regional VLCT loss control consultant prior to the fundraising event.

-Stephanie Smith, Senior Associate, VLCT Municipal Assistance Center

Can a town require that cats be licensed?

Yes, a municipality may require, via ordinance, registration and licensing of cats in the same manner as domestic dogs and wolf hybrids are required to be licensed under state law pursuant to 20 V.S.A. § 3581. The enabling authority to do this is found in 20 V.S.A. § 3549. This section of law cites the general power for a legislative body to adopt an ordinance to regulate the keeping of domestic pets or wolf-hybrids. A domestic pet includes domestic dogs, domestic cats and ferrets. 20 V.S.A. § 3541 (3).

Any ordinance adopted by a town must be reasonably related to a governmental interest, such as the public's health, safety and welfare. Knowing that all felines in your town are vaccinated against rabies could be justification for such an ordinance. Colchester and South Burlington are examples of two towns that require cats to be registered.

-Stephanie Smith, Senior Associate, VLCT Municipal Assistance Center

What is the process for discontinuing a highway that runs through two towns?

The process for discontinuing a town highway that continues into another town is essentially the same as that for laying out, altering, reclassifying or discontinuing a class 3 or class 4 highway wholly within one town. (Discontinuing a class 1 or class 2 town highway requires the prior approval of the secretary of transportation). The procedure is laid out in 19 V.S.A. §§ 708-711 and may be initiated by the selectboard or by a petition signed by "persons who are either voters or landowners, and whose number is at least five percent of the voters, in a town." 19 V.S.A. § 708.

The first step is for the selectboard to "promptly" set a time and date to examine the premises and hold a hearing. The selectboard must provide 30 days notice of the examination and hearing by certified mail to the petitioners, persons owning or interested in lands through which the highway passes

(Continued on next page)



LOOKING FOR
a trustworthy partner



25 CHENELL DRIVE. CONCORD NH. 800.287.0525

an employee owned company

WWW.EAILABS.COM



ASK THE LEAGUE -

(Continued from previous page)

or abuts, and the municipal planning commission. The notice must also be posted in the town clerk's office and published in a local newspaper at least 10 days before the hearing. 19 V.S.A. § 709.

Following the inspection and hearing, the selectboard must make a decision based on whether "the public good, necessity and convenience of the inhabitants of the municipality" require the highway to be discontinued. If the selectboard decides to discontinue a highway, "the discontinuance shall be in writing setting forth a completed description of the highway." 19 V.S.A. § 710. The original petition (if one exists), the selectboard's order of discontinuance, a report of its findings and manner of notifying all concerned must all be filed with the town clerk for recording within 60 days of the examination and hearing. 19 V.S.A. § 711. The highway can be totally discontinued, in which case the right-of-way reverts to the owners of adjoining land. Alternatively, the selectboard may designate the discontinued highway "as a trail, in which case the right-of-way shall be continued at the same width." 19 V.S.A. § 775. The selectboard must also notify the commissioner of the Department of Forests, Parks and Recreation of its decision who may decide, with the approval of the selectboard, to designate the discontinued highway as a trail.

The only difference between discontinuing a town highway that runs wholly within one town and discontinuing one that runs between two towns is that in the second case, the selectboard must take the additional step of notifying the selectboard of the adjacent town. If that selectboard is aggrieved by the other's decision to discontinue the highway, it may appeal its decision to the State Transportation Board.

As is the case with discontinuing any town highway, it is very important to substantially comply with the statutorily prescribed process. Otherwise, the proceedings could be voided and the highway could maintain its legal status. This was exactly what happened in the Vermont Supreme Court case of *In re Ruth Bill*, 168 Vt. 439 (1998) in which the Court held that the "selectboard's failure to comply with the then-existing statutory scheme voids its proceedings and order purporting to discontinue the highway segment, and, therefore, the highway still legally exists."

- Garrett Baxter, Staff Attorney,
VLCT Municipal Assistance Center

ATTENTION MUNICIPAL CLERKS

The Vermont League of Cities and Towns' 2008 *Legislative Wrap-Up* reported that the signing of the executive fee bill (H. 691) into law increased the mandatory license fee surcharge for the dog, cat, and wolf-hybrid spaying and neutering program from \$2.00 to \$3.00 effective July 1, 2008. It has recently been brought to our attention that Section 45 of that bill actually reserves the effective date of the increase to April 1, 2009. Clerks should continue to remit to the state treasurer \$2.00 for the spay/neuter program and \$1.00 for the rabies control program for a total of \$3.00 for each license sold.

Unfortunately, the recently updated version of the VLCT "Municipal Dog and Wolf-Hybrid Licenses and Fees" poster (dog poster 2008) also reflects this increase. VLCT has suspended processing orders for this most recent version of the poster until January 2009. In the meantime, the previous version of the dog poster is an accurate recitation of State law and should be relied upon until the April 1, 2009 effective date.

Clerks who have already levied and collected the increased fee should return the \$1.00 overcharge to the person making payment, as neither the state nor the town is statutorily authorized to receive these monies. Finally, those clerks who utilize the NEMRC system to record collection of license fees are reminded to keep the spay/neuter fee at \$2.00.

We sincerely apologize for this oversight and any resulting difficulties and frustrations that you have experienced.



*Serving the capital needs of
Vermont's municipalities
since 1970*

The VMBB provides Bond Financing to Vermont Municipalities at low interest rates with a very low cost of issue.

The VMBB also provides a Municipal Lease Financing Bidding service for any equipment deemed essential to the daily operations of the municipality.



Northwest Solid Waste District

For more information contact:

Vermont Municipal Bond Bank
58 East State Street
P.O. Box 564
Montpelier, VT 05602-0564

(802) 223-2717 (phone)
(802) 229-4709 (fax)
Bond_bank@vtbondagency.org
www.vtbondagency.org



ROAD SALT -

(Continued from Page One)

until the very last day, choosing instead to go with other reasonably priced alternatives.

The entire road salt initiative came about as word spread in June that municipalities would no longer be allowed to piggyback on the prices established in the state's road salt contracts. A letter sent to VLCT by the state Department of Building and General Services (which handles the state's road salt bid process on behalf of the Agency of Transportation) quoted one vendor who stated that "under no circumstances" would the state's pricing be extended to municipalities. This scenario could have significantly impacted municipalities in five transportation districts. Another vendor offered to extend state pricing in three transportation districts, but that offer also contained a multitude of extra fees and charges that drove the effective price per ton significantly higher.

The RSPC solicited bids from American Rock Salt (ARS), Cargill, Sifto, and Morton. Those four companies are the primary vendors that the state purchases salt from, with ARS and Cargill supplying salt to eight of the state's nine transportation districts. A fifth vendor, International, from Albany, New York, was identified but not solicited for a bid

due to the range of prices it had submitted in previous bid processes. International submitted bids over the summer ranging from \$90 per ton to \$110 per ton, whereas road salt prices for the coming winter have otherwise been in the \$54 per ton to \$62 per ton range.

Three of the four vendors declined to submit bids, while American Rock Salt (ARS) submitted a limited bid that extended pricing to roughly one-third of the RSPC's membership. The bids from ARS were as follows:

- District 1 - \$58.40/ton, supplied from Troy, NY.
- District 4 - \$62.50/ton, supplied from Claremont, NH.
- District 6 - \$56.25/ton, supplied from Middlesex, VT.

When asked if those prices could be extended either to all municipalities in those districts (regardless of RSPC membership) or to RSPC members in all nine districts, ARS declined. Meanwhile, many towns received letters directly from vendors extending state prices (or comparable prices), despite an earlier insistence from those same vendors that state prices would not be available to municipalities. A little more than two weeks after the bids were opened, a determination was made that a critical mass of municipalities did not remain to make a joint purchase

through the RSPC viable. The collaborative effort was disbanded, and the single bid denied.

While difficult to prove, the entrance of VLCT into the road salt market through the RSPC likely prompted the extension of fair pricing across transportation districts and the removal of the "strings" some vendors sought to attach. As a result, municipalities have been buying road salt at equitable, albeit increased, prices. Road salt prices increased between 12 and 24 percent depending on proximity to distribution points, a trend that is neither welcome nor sustainable.

The reason the state and vendors moved away from the traditional extension of the state's per-ton prices to municipalities has also not been made known.

Should another joint purchasing effort become necessary for the winter of 2009-2010, the RSPC may be resurrected and members solicited for an even larger, more cohesive venture.

VLCT thanks all of the local officials who were involved with the creation of the RSPC. Vermont Local Roads also served as a valuable unofficial partner in this effort, organizing four road salt workshops and helping to disseminate information.

*- Trevor Lashua, Senior Associate,
Advocacy and Information*

it's time

to make it better for them.



Serving our communities is a privilege and a responsibility.

We know that. That's why we believe it's time to simplify. To clarify. To speak plainly. It's time to make the process less painful, and more healthy.

As a premier health care provider, CIGNA offers health benefits designed to help members of the Vermont League of Cities and Towns Health Trust lead better, more fulfilling lives. To learn more about us, visit www.cigna.com.



"CIGNA" and the "Tree of Life" logo are registered service marks of CIGNA Intellectual Property, Inc., licensed for use by CIGNA Corporation and its operating subsidiaries.

821455 06/08 © 2008 CIGNA



Affordable

1: to be able to bear the cost of: able to afford an effective municipal Web site.

2: GovOffice Web Solutions enables you to build a state-of-the-art Web site efficiently and affordably – at a fraction of the cost of traditional web site development or commercial content management systems.

GovOffice Web Solutions

Now serving over 1,000 communities – just like yours!

A partner of your State Municipal League, the International City/County Management Association (ICMA), Microsoft and Avenet Web Solutions.

To learn about our free trial offer, please visit us online at www.govoffice.com

or call **1-877-564-4979.**





CIGNA CALL CENTERS MAKE THE GRADE

CIGNA HealthCare, the health insurance provider for the VLCT Health Trust, recently announced that its call centers were again J.D. Power and Associates certified. CIGNA HealthCare is one of a few companies in the nation to receive this certification for providing “An Outstanding Customer Service Experience.”

To achieve this certification, CIGNA successfully completed a J.D. Power and Associates audit and exceeded a national benchmark for satisfaction based on hundreds of member surveys.

“What this means for VLCT Health Trust member employees and their families is that they can expect friendly, courteous service, knowledgeable customer service associates, useful information provided over the phone, convenient operating hours, easy access to associates, and timely resolution of questions, problems, or requests,” said Brett Browchuk, senior vice president of CIGNA HealthCare’s service operations organization. “CIGNA HealthCare looks forward to providing you with an ‘Outstanding Customer Service Experience.’”

For more information about the J.D. Power and Associates Certified Call Center ProgramSM, please visit www.jdpower.com/certification/.

(Editor’s Note: While specific coverage and claims questions are best answered by the CIGNA customer service team, the VLCT Member Relations staff is always ready to assist Health Trust members to design and select an appropriate health insurance plan for their town.)

CORRECTION – HEALTH TRUST PREMIUM PAYMENT ADDRESS

A yellow insert was mailed out to all VLCT Health Trust members as part of the September premium bills. It noted the address for mailing monthly premium payments.

Unfortunately, this insert contained a misprint on the zip code portion of the address. A new, orange insert will be mailed out with the October premium bills that notes the corrected information. We apologize to Health Trust members for any confusion this may have caused.

Please note the proper address for mailing monthly Health Trust premium payments is as follows:

**VLCT Health Trust
P.O. Box 39
Montpelier, Vermont 05601-0039**

These monthly premium payments should not be mailed to CIGNA or to VLCT directly. If you have any questions regarding the above information, please feel free to contact Kelley Avery at 800/649-7915.

ATTENTION PACIF MEMBERS – RENEWALS ARE DUE

The deadline for returning your 2009 PACIF renewal applications is October 17, 2008. If you have not returned your renewal application yet, please send it in as soon as possible. We appreciate your cooperation!

TAKING THE “WORK” OUT OF PAPERWORK



with Document Management Solutions from Laserfiche®

- Instantly access records and documents
- Create valuable workspace by reducing paper
- Fast and easy access to board and committee minutes
- Quick response to citizen requests
- Web access to your records
- Disaster prevention and recovery for your documents

Contact Herb Myers, your Regional Representative, at hmyers@generalcode.com to learn more.

Laserfiche

www.generalcode.com | 800-836-8834

**GENERAL
CODE**

MUNICATIONS CENTER

HAVE YOU BEEN TO THE VLCT PACIF ONLINE UNIVERSITY LATELY?

The VLCT PACIF Online University has five workplace colleges for you to choose from:

1. Police/Fire/EMS
2. Parks and Recreation
3. Office and Administration
4. Utilities
5. Public Works

Each college contains a number of recommended courses designed for you and your career. Plus, check out our special course each month.

To access the PACIF Online University, VLCT PACIF members can simply visit www.vlct.org.

- Click on Insurance & Risk Services.
- Click on Programs.
- Click on VLCT PACIF Online University; register and/or login.
- Pick your college...then pick your course.

- You're learning – that quick!
- Learning is done your way – at any time, any place and any pace.
- Login from work or home!
- Stop and start your courses as needed.
- Train any time – 24 hours a day, seven days a week!



If you have any questions, please call or e-mail Joe Damiata, VLCT Manager, Safety and Health Promotion, at 800/649-7915 or jdamiata@vlct.org.

(For more information, see "VLCT PACIF Online University" in the March 2008 VLCT News.)

A GROUP SERVICES PROGRAM

Meeting Vermont's
Municipal Insurance and
Risk Management Needs
Operating since 1982

Health Trust, Inc.
89 Main Street, Suite 4
Montpelier, VT 05602
800.649.7915
802.229.9111
fax 802.229.2211
www.vlct.org

VLCT Health Trust

MEMBERSHIP INCLUDES
A Special Selection of
Group Health Insurance
and Benefit Plans:



Health Insurance
Dental Insurance
Life Insurance
Cafeteria Benefits Plans
Short Term Disability
Long Term Disability
Long Term Care Insurance
COBRA Administration





STAFF NEWS AND NOTES

NEW MAC DIRECTOR

Abigail (Abby) Friedman has joined VLCT as the Director of the Municipal Assistance Center (MAC).

Abby came to VLCT this summer after spending 12 years with the National Association of Counties (NACo) in Washington,



Abby Friedman

D.C. She directed education and outreach programs for NACo, focusing on technical and financial assistance for county officials on topics such as the environment, energy, land use, and sustainability.

Raised in Cornish, New Hampshire, just across the Connecticut River from Windsor, Abby stayed in New England for her college and post-graduate educations, receiving her bachelor's degree from Boston University and completing post-graduate work at the University of Rhode Island. With family still living in Woodstock, Vermont and Cornish, New Hampshire, working at VLCT represents a homecoming of sorts for Abby.

"The Director's position was something I was drawn to because I view it as an excellent opportunity to really connect with and serve local officials and local government in Vermont," Abby said. "Plus, it's nice to be able to return to my New England roots to be close to my family and raise my daughter."

Abby has settled in Montpelier with her husband and daughter. Prior to her time with NACo she worked for the federal EPA. Abby replaces Dominic Cloud, who is now the city manager in St. Albans City.

Contact Abby if you have any need for the wide range of MAC services including professional consulting, legal assistance, on-site training, and much more.

CLAIMS PROMOTION

Terri McAdams has been promoted to the position of Senior Claims Specialist in the VLCT Claims Department.

With the promotion, Terri is now responsible for handling many of the more complex property and casualty claims within the Property and Casualty division. An employee of VLCT for 15 years, Terri is also a designated Associate in Claims (AIC).

Welcome Abby and congratulations Terri.

MEG PROGRAM -

(Continued from Page One)

training has taken place and expenses have been paid.

We encourage town and city officials to apply for a MEG grant soon and take advantage of this educational opportunity!

For more information, contact Abby Friedman, MAC Director, at 800/649-7915 or afriedman@vlct.org. To learn more about the MEG program, visit <http://www.dhca.state.vt.us/Planning/MEG.htm> or contact Brenda Greika at the DHCA Planning Division, 802/828-3243 or Brenda.greika@state.vt.us.

ON-SITE LAND USE TRAINING TOPICS FOR 2009

- Adopting Local Act 250 Review – new for 2009!
- Capital Planning and Budgeting – new for 2009!
- Conducting Effective Meetings and Hearings
- Effective Zoning Enforcement
- Field Guide to Adopting and Amending the Town Plan and Bylaws
- How to Interpret Development Plans
- How to Make and Write an Effective Land Use Decision
- Is a Development Review Board Right for Our Town?
- Local Regulation of Wireless Telecommunications Facilities – new for 2009!
- Major Types of Development Review
- Planning for Ancient Roads – What Every Municipality Should Know – new for 2009!
- Should our Town Adopt On the Record Review?
- Should our Town Adopt Zoning?
- Understanding Homeowners' Associations – new for 2009!



DELTA DENTAL

Through Northeast Delta Dental, the Vermont League of Cities & Towns offers dental plans designed to meet the needs of your municipality.

For more information, call
Delta Dental Plan of Vermont
135 College Street
Burlington, VT 05401-8384
800-329-2011
www.nedelta.com



Tech Check



COMPUTERS AND THE ENVIRONMENT

These days, you see and hear many messages about green computing: Buy this computer—it's Energy Star™ compliant . . . Use 30 percent less energy in your data center . . . Made from recovered resources . . . Now operates on energy from heads bobbing in boring meetings. (Okay, the last one is an exaggeration.)

Before we can begin to talk about green computing solutions, it's probably a good idea to define green computing. Wikipedia broadly defines green computing as "the study and practice of using computing resources efficiently." With a definition like that, green computing could include me typing this article at 65 words per minute instead of my usual 30. So if I took a remedial typing class, it could be considered the practice of green computing. Likewise, removing solitaire from all computers would prevent inefficient use of computers where a deck of cards could perform the same function.

However, I'd like to focus on defining three areas of computing in which there are opportunities to make a real difference for the environment. These three areas are: contaminant reduction, power reduction, and paper reduction.

Contaminant reduction. Contaminant reduction means ensuring that old computers and electronics don't wind up leeching hazardous materials into our water or food supplies, that new electronics minimize the use of hazardous materials, and that we purchase computers and technology items that we actually need.

Generally, producing electronic equipment such as computers requires the use of hazardous materials like lead and mercury. It also involves a large amount of petroleum-based plastics that help keep computers light—an important factor in the production of laptops. Many organizations replace computers every three to five years, which means

computers are replaced more frequently than carpeting, air conditioning, work surfaces, or fluorescent light bulbs. Not to mention that the average life expectancy of a cell phone is now one to two years. (Where do all those cell phones go?)

Another contributing factor to increased contaminants is the perceived need for more computers and related devices—or what I like to call the "golly gee wiz factor." (I'm as guilty of this as the next geek.) We see a new gadget and think, "I need one of those to make me more productive, sexy, cool, etc." The solution requires keeping our emotions in check with technology and ensuring we only purchase the items we actually need to make us more efficient.

Power reduction. As we expect computers to have more functionality, manufacturers are forced to develop faster computers. The problem with faster computers is that

(Continued on next page)

CENTRAL VERMONT FOOD, FUEL & TRANSPORTATION WINTER PREPAREDNESS COALITION

The costs of heat, food and fuel are rising. But there are many state, regional and community agencies that you can turn to for advice and support. The contacts below can help you get the information you need to weatherize your home, arrange transportation, find temporary accommodations or nearby food shelves, find out about health and human service organizations and programs, and more.

- **If there is an emergency**, you should call 9-1-1
- **If you are seeking information** or non-emergency assistance, you should dial 2-1-1. Vermont 2-1-1 is FREE and available 24 hours. Operators give you accurate information about state & local resources.
- **If you are a senior** and need help, call the Senior Helpline: 1-800-642-5119
- **If you have access to the internet**, you can also log on to the following sites:
 1. State: www.HelpForVT.org and www.leg.state.vt.us/jfo/energy/home.htm
 2. Regional: www.cvcac.org (479-1053) or gmunitedway@madriver.com (229-9532)
 3. Area Food Shelves: www.vtfoodbank.org (800-585-2265)
 4. Area Transportation: www.gmtaride.org (223-7287)

**FOR MORE INFORMATION
ON SOURCES OF HELP,
PLEASE GO TO [HTTP://
WWW.VLCT.ORG/ADVOCACY/
CURRENTNEWS/](http://WWW.VLCT.ORG/ADVOCACY/CURRENTNEWS/)**



TECH CHECK -

(Continued from previous page)

they use more electricity and generate more heat than their predecessors. That's a double whammy in the summer months. Not only do the computers use more electricity, but more electricity is also used to cool the spaces where the computers operate.

Winter months can also be an issue. Unless you design your building or office space with exact plans for where you'll locate computers, you could wind up with some areas of the building being warmer than others—purely due to computing equipment. This becomes a much larger issue in data centers or server rooms, where powerful servers are packed in tightly and the rooms often require some form of cooling year-round.

Paper reduction. Paper reduction was one of the purported goals of the computer age. Unfortunately, computers have actually resulted in an increased use of paper.

For example, 30 years ago, if you wanted to wish your grandmother a happy birthday, you would most likely have gone to the store, picked up a greeting card, written a note on the inside, and mailed it. If you wanted a more personal touch, you might have used some construction paper and glue to create a custom card for grandma.

Today, you fire up the computer and use software to create the perfect greeting card. When you print it, you realize you misspelled "perfect." So you fix it and print again. Then you notice the picture of the clown is not centered. So, you realign the picture and print a third time. Then you try to fold the card and do that wrong. Finally, you print and fold one more time before achieving perfection.

Thirty years ago, almost no one had a printer at home. Creating paper correspondence was slow, and it was perfectly acceptable to mark out text or use white-out in letters. The challenge is figuring out how to use computers to reduce the amount of paper. As you can see, reducing the contaminants, power, and paper that go along with computer use is no easy task. Next month, we'll explore some simple ways you can meet these challenges.

(Greg Van Wormer is Assistant Technology Services Director with the League of Minnesota Cities. Phone: (651) 281-1211. E-mail: gvanwormer@lmc.org. Reprinted from Minnesota Cities magazine. Used by permission of the League of Minnesota Cities.)

ENERGY UPDATE-

(Continued from Page One)

Vermont Natural Resources Council website (www.vnrc.org/article/view/21452/1/580). Below are some examples of what energy committees are doing around the state.

In April, Waterbury and Chelsea-Vershire-Tunbridge hosted energy fairs, the latter attracting more than 700 attendees! In September Moretown and Marshfield are holding energy fairs that incorporate Button-Up home weatherization workshops. Co-hosted by the Central Vermont Community Action Council, the Vermont Agency of Human Services and VECAN, these workshops demonstrate how homes lose energy, offer tips on do-it-yourself energy-saving projects and more. The Button-Up workshops are being offered in 100 towns around the state.

The Town of Middlebury, which has had an active energy committee for years, has prepared a local climate action plan and developed a homeowners kit to promote efficiency in the home. In August, the selectboard held a public hearing on proposed revisions to its zoning bylaws that incorporate energy conservation standards. The draft energy conservation component reads:

"Utilization of Renewable Energy Resources.

The project shall not have an undue adverse effect upon the utilization of renewable energy resources;

The DRB shall consider:

- *Whether the project will unreasonably harm any neighbor's access to solar energy or other alternative energy utilization.*
- *Whether the project will appropriately incorporate the principles of energy conservation and the best available technology that is practicable for efficient use and recovery of energy.*

- *Whether the project will be able to be served by existing and permitted utility facilities, without excessive demands or adverse indirect impacts.*

The DRB shall utilize recognized standards and information from Efficiency Vermont, the Vermont Department of Public Service and Act 250 Criterion 9(F) standards."

As part of an analysis of needs and resources in Thetford, the Energy Committee recommended and the town adopted the following goals and recommended policies in the energy component of its town plan:

1. Reduce our dependence on nonrenewable and imported energy sources.
2. Maximize cost effective development of local renewable energy resources.
3. Reduce energy consumption in all Town and school buildings and operations.
4. Encourage energy conservation and efficiency and the sustainable development of local renewable sources of energy.
5. Protect the Town's renewable energy resources.

The Brattleboro Climate Protection Committee won approval for a performance contract with Honeywell, Inc. to improve energy efficiency in 14 municipal and school buildings, with projected annual savings of \$130,000 and a 20 percent reduction (780 tons) of CO₂. The town also launched a town-wide no-idling campaign, and is planning a film/discussion series titled "Sustainable Choices" to take place at the Brooks Memorial Library.

The Town of Swanton instituted a four-day work week to save energy. Employees will work from 7 a.m. to 5 p.m. on those days.

Hardwick's energy committee conducted a community survey and organized an oral history project with the local school to highlight how people addressed energy needs 50 years

(Continued on Page Sixteen)



VERMONT STATE INFRASTRUCTURE BANK LOAN FUNDS ARE AVAILABLE THROUGH VEDA

The Vermont State Infrastructure Bank, a loan program operated by VEDA and VTrans, has low-interest loan funds available for transportation-related projects that enhance economic opportunity and help create jobs. Municipalities, RDCs, and certain private sector companies may qualify for SIB financing to construct or reconstruct roads, certain facilities related to rail transit, and bridges and intermodal transportation facilities.

LEARN MORE AT WWW.VEDA.ORG OR BY CALLING 802-828-5627.



Leadership. Guidance. Dedication.

At Citizens Bank, we specialize in delivering products, services and expertise designed to help municipalities manage their finances. Our supportive Government Banking Relationship Managers understand your needs. Strengthened by local management, we are dedicated to Vermont communities. To find out more about how Citizens Bank can help your community, call 1-800-675-7195 or contact one of our experienced local professionals.

CITIZENSBANK.COM/GOVERNMENTBANKING

Christine Hatch
Vice President
802-775-0025 extension 219

Stacey L. Tyler
Relationship Assistant
802-775-0025 extension 263

Member FDIC. Citizens Bank is a brand name of RBS Citizens, N.A. and Citizens Bank of Pennsylvania. OV#05298



ENERGY UPDATE -

(Continued from Page Fourteen)

ago. The committee organized a Sustainable Living Fair and worked with the Energy Education Program in the school.

LEGISLATIVE ACTION

The 2008 legislature passed two energy bills, summaries of which are in the VLCT Legislative Wrap-Up. Act 92 established the right of utility customers to develop a facility to generate electricity of up to 250 kilowatts (kW) capacity and to net meter, that is, feed back into the system electricity that the customer does not use and receive credit for it until the customer's bill reaches zero. The legislation allows for group net metering, including allowing municipalities to serve all their infrastructure (up to 250 kW) through group net metering. It establishes the groundwork for an all-fuels efficiency utility. (The current Efficiency Vermont can consider only electricity efficiencies.) S. 350 (Act 209) specifically enables municipalities to include green development incentives in zoning bylaws and also establishes a Vermont Climate Collaborative to develop state programs to reduce greenhouse gas emissions in ways that are permanent, quantifiable and verifiable.

PUBLIC SERVICE BOARD AND DEPARTMENT

The Public Service Board issued a preliminary re-draft of net metering rules over the summer to incorporate the new law that allows for net metering of up to 250 kW. In that draft the proposal differentiates between petitions for building systems of 150 kW or less and for systems of greater than 150 kW, despite there being no direction from the legislature to treat systems differently based upon their generation capacity.

In May, the Department of Public Service issued a new draft Vermont Comprehensive Energy Plan 2009, which would be an update to the 2005 Twenty-Year Electric Plan. Public hearings will be held around the state in October. The draft plan may be accessed at <http://www.publicservice.vermont.gov>.

Among the many recommendations are fostering distributed renewable energy resources through updated rules, rate design and targeting of funds pursuing environmentally and financially sound in-state hydroelectric projects and facilitating the review of Vermont-scale wind projects; evaluating opportunities to continue and expand Vermont's portfolio of low-carbon electricity resources; and shifting transportation fuel demand to low-carbon fuels.

SUMMER STUDY COMMITTEES

The Natural Resources Board Water Resources Panel was directed to convene a public stakeholder process to examine the potential for small hydroelectric generation capacity in the state. It will issue permitting recommendations. This is an important process for several towns that are considering the potential for small hydro providing some of their energy needs. To date the permitting process has been daunting to say the least. Greensboro and Plainfield are trying to build small hydroelectric facilities. Similar efforts are underway in Middlebury, Montpelier and several other towns around the state.

The Joint Energy Committee of the legislature was also authorized to meet over the summer and fall, and a new Climate Change Oversight Committee was created in legislation last session.

LOCAL OPTIONS FOR PREPARING FOR CLIMATE CHANGE

Together, the Climate Impacts Group, the Joint Institute for the Study of the Atmosphere and Ocean, University of Washington and King County Washington (State) published "*Preparing for Climate Change: A Guidebook for Local, Regional, and State Governments*." This excellent book may be downloaded from <http://www.cses.washington.edu/db/pdf/snoveretalgb574.pdf>. In the words of King County Executive Ron Sims, "*whether you see climate change as a crisis, an opportunity, or both, it is a reality. This guidebook is about how to take immediate action, to adapt effectively to that reality. The time to delay, defer or deny is over. We must act... Foresight and preparedness are good government.*" The book provides a roadmap for action. Chapter 2 offers an overview of climate change. Chapters

THE 7TH ANNUAL RENEWABLE ENERGY CONFERENCE WILL BE HELD ON OCTOBER 15. FOR MORE INFORMATION, OR TO REGISTER, PLEASE GO TO: [HTTP://WWW.REVERMONT.ORG/CONFERENCE.HTML](http://www.revermont.org/conference.html)

3 through 7 discuss barriers one may face in getting the conversation started locally, as well as how to assess the impacts of climate change on different aspects of the local environment. King County is a big place, but much of the information and guidance it contains is transferrable to the scale of Vermont. And, the book is free.

LOCAL OPTIONS FOR DEALING WITH THE STRESSES OF WINTER 2009

Efforts are underway to make sure that Vermont residents at risk this winter of not being able to make ends meet know what resources are available to them. A card that lists resources is one such example. Several town energy committees are working on providing wood to needy residents, and other groups are making sure that this year's harvest, where bountiful, is fully utilized.

The Public Service Department is spearheading the Food and Fuels Initiative Task Force to help people in need understand what resources, such as heating assistance, are available. By dialing 211, they will connect to a statewide call center that can help them with their heat, energy conservation and bill-paying problems. They can get similar information on the Vermont Food and Fuel Partnership's website, www.helpforVt.org.

There is so much that local energy groups can do! Determining priorities may be the biggest challenge. Is it reducing electricity consumption and providing compact fluorescent light bulbs around town? Is it helping with weatherization efforts, informing residents of available assistance, preparing for the results of climate change, assuring energy conservation and weatherization is in place in municipal buildings? Is it revising the municipal plan and zoning bylaws to assure that conservation is taken into account in new projects? Talk to your colleagues in other towns about what is working for them. Your committee can pick any of these priorities or opt to pursue one of your own as the winter approaches.

- Karen Horn, Director, VLCT
Public Policy and Advocacy

The H.L. Turner Group Inc.

Contact: Jessie O'Hearn

www.hlturner.com

info@hlturner.com

800-305-2289



ARCHITECTS • ENGINEERS

BUILDING SCIENTISTS





Classifieds

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

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 \$41 per ad.

Ads are generally limited to 150 words and run for one issue. Ads are also placed on the VLCT Web site for up to one month.

The *VLCT News* is published eleven times per year and reaches readers by the third week of the month. (The August/September issues are combined.)

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

For more information on placing classified ads in the *VLCT News*, contact David Gunn at dgunn@vlct.org. For details on display advertising, email Allyson Barrieau at abarrieau@vlct.org. Instructions for ad requirements may also be downloaded at <http://www.vlct.org/aboutvlct/vlctnewsletter/advertisinginformation/>.

HELP WANTED

Temporary Vault. The Town of Jericho is selling a temporary vault. This cargo shipping container is fitted with electric lights, heat and air conditioning. Can be insulated. Purchaser to decommission and move. Available October 1. Asking \$7,500. For more information, contact Jessica Alexander, Town Clerk, at jerichovermont@yahoo.com. (9-11)

Fire Chief. The Town of Wilmington, a beautiful outdoor resort community, seeks a full-time, hands-on Fire Chief to lead its volunteer department. This dynamic person should be knowledgeable in fire and emergency response in New England-type weather. Wilmington has 2,200 full-time residents, over 2,300 buildings and is a Mount Snow Ski Resort tourist destination. The fire department has a roster of 40 officers and fire fighters, four vehicles and negotiated mutual aid agreements with surrounding towns. Requirements: 10 years experience, with at least five years in supervision; proven skills to achieve fire chief responsibilities; ability to plan and follow through, and balance needs/vision with financial and people resources. The fire chief position was initiated in 1980s. For more information, visit www.wilmingtonvermont.us. Please send resume and salary requirements by **October 10, 2008** to Wilmington Town Manager, PO Box 217, Wilmington, VT 05363. You may also submit via e-mail to wilmbob@sover.net. EOE. (9-8)

Utility Accounting Administrator. The Stowe Electric Department is seeking an experienced and highly motivated team

player to fill the position of Utility Accounting Administrator. This is a split office position of 3 days a week at Hyde Park Electric and 2 days a week in Stowe. Responsibilities include: accounting for the Hyde Park 4 Village funds (knowledge of FERC Accounting preferred); annual budgets for 4 Village funds; the Annual Audit; the Annual Report; monthly, quarterly and annual reporting to regulatory bodies for utility functions; accounts payable; accounts receivable; human resources (benefits administration, weekly payroll); computer knowledge (Microsoft Word, Excel and Access); general computer maintenance; and overseeing utility billing and customer service. The ideal candidate must be able to work independently, take on multiple tasks, and possess a critical eye for detail. Training will be provided in electric regulations, and this person must be willing to learn. The position offers plenty of room for growth within the department. A competitive compensation and benefit package offered. Minimum 4-year degree in business and/or finance required or equivalent work experience. To apply, send a resume and cover letter to Stowe Electric

(Continued on next page)

Water Supply

Otter Creek Engineering provides solutions for public and private clients' Water Supply needs with skills in the planning, design, permitting and construction engineering of many types of projects, including:

- Demand analysis
- Source development
- Water treatment
- Storage facilities
- Distribution system improvements

We're qualified to meet the needs of your project.



Otter Creek Engineering

Offices in:
 East Middlebury
 802.382.8522

Rutland
 802.747.3080

www.ottercrk.com
info@ottercrk.com



CLASSIFIEDS -

(Continued from previous page)

Department, Utility Accounting Administrator Position, PO Box 190, Stowe, VT 05672. (8-29)

Accountant. The City of St. Albans, VT seeks an energetic team player for the position of City Accountant. The Accountant plays a key role in the City Manager's office and interacts extensively with department heads. The City Accountant helps manage nearly \$8 million in three separate funds and assists with delivering timely financial information, managing accounts payable and receivable, development of the budget and ensuring sufficient cash flow. Previous experience in bookkeeping and accounting and strong public service ethic required. Experience with fund accounting in governmental setting preferred. Salary commensurate with qualifications. To apply, send cover letter and resume to Peg Strait, HR/Business Manager, at p.strait@stalbansvt.com. **Resume review will begin September 15.** (8-29)

Director of Public Works. Experienced professional sought to manage the Town of Windsor's Department of Public Works. This individual will direct and control all aspects of public works activities including water, sewer, highway, public property, solid waste and equipment maintenance. The position requires supervision of a unionized staff of 10. Qualifi-

cations: Bachelor's degree (preferred) in engineering, project management, public works, construction or a closely related field from an accredited college or university; 8 years of experience in public works, highway maintenance and/or utilities operations with at least four years in a management or supervisory position, or any combination of education and experience. Salary: \$50,000 to \$65,000. To apply, submit resume electronically (preferred) to lgrace@windsor-vt.gov or mail to Lynn Grace, Town of Windsor, PO Box 47, 29 Union Street, Windsor, VT 05089. (8-26)

Finance Director. Search reopened. The Town of Hartford, VT is seeking qualified candidates for the key management position of Finance Director. Minimum qualifications include a bachelor's degree in finance or accounting (CPA preferred) and 5 years of progressive municipal or governmental accounting experience at a supervisory level. Knowledge of fund accounting, budgeting, purchasing, local, state and federal laws pertaining to finance, and computerized municipal accounting systems is desirable. Salary negotiable based on experience and training plus a very competitive benefits package. Hartford (pop. 10,366), located in eastern Vermont on the New Hampshire border, is a nationally accredited (CAFR) community. To apply, e-mail resume, cover letter and salary history **by September 22, 2008** to ([\[berg@hartford-vt.org\]\(mailto:berg@hartford-vt.org\)\). You may also fax it to \(802\) 295-6382 or send via surface mail to Town of Hartford, Town Manager's Office, 171 Bridge Street, White River Junction, VT 05001. The Town of Hartford is an Equal Opportunity Employer. \(8-20\)](mailto:hriese-</p></div>
<div data-bbox=)

Risk Management Associate. VLCT has an exciting new opportunity for a Risk Management Associate with strong analytical, systems and communication skills to advance our mission of serving and strengthening Vermont local government. This is a growth opportunity for an individual to learn all aspects of our three member-owned insurance trusts, acquiring a basic knowledge of all of our insurance functions and a working knowledge of most of them. The Risk Management Associate will serve as project manager for special projects within and across the underwriting, claims, loss control and member relations functions. The Associate will also evaluate risk management programs and promote operational efficiencies. Responsibilities include design of the collection and reporting of data, performing data analysis and evaluation of loss experience and risk exposure, playing a key role in data systems implementation and conversion, researching alternate partners and distribution channels for VLCT products, and providing services where needed during peak times. The position involves direct contact with our membership, so excellent communication skills (including telephonic, written, electronic and in-person) are essential. Occasional travel within Vermont is also required. We require a Bachelor's degree and prefer some background in insurance, risk management, quantitative analysis or research through work or educational experiences. Enthusiasm, willingness to learn and a strong commitment to serving our members are essential qualities. We offer a quality workplace with dedicated colleagues and an excellent total compensation package including choice of 2 health insurance plans, defined benefit and defined contribution plan choices with up to 12.1% total employer contribution, life and long-term care insurance, wellness programs, flex holidays and more. To apply, please submit cover letter, resume,

(Continued on next page)

NEW SERVICES TO HELP YOU . . .

• *Mechanical Engineering*
HVAC, Pumping Systems, Energy Efficiency Studies, and Designs

• *Environmental*
Brownfields, Site Investigation and Remediation, Environmental Site Assessments, Stormwater Pollution and Spill Prevention Plans

Or let us assist you with our traditional services:

Wastewater • Water Supply • Site Planning • Stormwater
Community Solutions



Phelps Engineering, Inc. Since 1976

79 Court Street
P.O. Box 367
Middlebury, VT 05753

(802) 388-7829
info@phelpseng.com
www.phelpseng.com



CLASSIFIEDS -

(Continued from previous page)

and names and phone numbers of three references to jobsearch@vlct.org with Risk Management as the subject. (8-20)

Senior Underwriter. VLCT has a unique and valued relationship with our municipal members in support of our mission to serve and strengthen Vermont local governments. Our property, casualty and workers' compensation insurance trust (PACIF) is a self-insured fund that creates a work culture based on stellar service and member retention rather than profit-driven pressures. If that sounds like a change you'd welcome, we'd love to learn more about your underwriting experience. We seek a Senior Underwriter to provide direct service to our membership. Responsibilities include new business and renewal quotations, answering coverage questions, exposure basis analysis, WC audit review and processing, annual review of coverage document (policy) wording, negotiation and placement of reinsurance, interaction with product and service vendors, and developing new coverages, products. We need a strong team player who will enjoy collaborating with the rest of the underwriting team and with colleagues in Member Relations, Loss Control and Claims. Excellent presentation skills are needed for representing VLCT in educational and promotional settings. Some in-state travel and some evening hours are required. Requirements include a bachelor's degree

plus insurance or risk management experience, excellent communication skills and strong customer service orientation. CPCU or similar designation is desirable. We offer a quality workplace with dedicated colleagues and an excellent total compensation package including choice of two health insurance plans, defined benefit and defined contribution plan choices with up to 12.1% total employer contribution, life and long-term care insurance, wellness programs, flex holidays and more. Please submit cover letter, resume, and names/phone numbers of three references to jobsearch@vlct.org with Underwriter as subject. (8-19)

FOR SALE

Municipal Truck. The Town of Winhall is seeking bids on a 1999 Payton 5000 *6x4, Cummings N14 370 hp, with plow and sander, 52,170 miles. \$36,500 or best offer. You can see the vehicle at the Town Garage, 64 Old Town Road, Bondville, VT. For further information, call Randy at 802-297-2120. Please submit sealed bids **by Tuesday, October 14, 2008** to Winhall Town Administrator, PO Box 420, Bondville, VT 05340-0420. You may also e-mail your bid to wintownhall@comcast.net. The Town of Winhall reserves the right to accept or reject any or all bids. (8-29)



CONCERNED ABOUT ELECTRICITY COSTS?

Take these steps to save money and energy at your municipal wastewater facility:

- Use NEMA premium efficiency electric motors for pumps and processes.
- Invest in leak detection services for water distribution lines to save water and the cost to pump the lost water.
- If your plant is only running at partial capacity, consider Variable Frequency Drives on pumps and aeration motors for significant energy savings.



The Power of PartneringSM

Kay M Kuzmik
Office Manager
Ronald "Chip" Sanville
Account Executive
Jonathan Smith
Account Representative

100 State Street, Suite 346
Montpelier, Vermont 05602
(802) 229-2391
(800) 457-1028 x 2
(802) 229-2637 Fax
www.gwrs.com
kay.kuzmik@gwrs.com
ronald.sanville@gwrs.com
jonathan.smith@gwrs.com
Securities offered through
GWFS Equities, Inc.
A Great-West Company

www.encyvermont.com | 888-921-5990



89 Main Street, Suite 4
Montpelier, VT 05602-2948

PRSR STD
U.S. Postage
PAID
Montpelier, VT
Permit No. 358

Calendar

For more information about the following workshops or events, please contact Jessica Hill, Manager, VLCT Administrative Services, tel., 800/649-7915; e-mail, jbill@vlct.org. Or visit www.vlct.org's Events Calendar and select a workshop for more information or to register on-line. For non-VLCT events listed below, please contact the individuals directly. (The on-line registration option is available for VLCT workshops and events only.)

2008 VLCT Town Fair and Municipal Golf Tournament. The Golf Tournament will take place on Wednesday, October 1, at the Green Mountain National Golf Course in Killington. The next day, Town Fair kicks off with the Conversation Café and Gubernatorial Debate, followed by workshops, discussions, the annual Turkey Dinner and the VLCT Annual Meeting.

Vermont Downtown Conference. Tuesday, October 14, 2008, Capitol Plaza Hotel, Montpelier. Sponsored by the Vermont Division for Historic Preservation. For more information, go to <http://www.HistoricVermont.org> or email leanne.tinguay@state.vt.us.

Managing the Municipal Highway System.

Wednesday, October 15, 2008, Montpelier Elks Lodge. Sponsored by the VLCT Municipal Assistance Center, this popular workshop will provide an overview of VLCT's 2009 Municipal Transportation Policy, funding initiatives for the next legislative session, guidance on maintaining and preserving transportation infrastructure, and managing and stretching the local highway dollar.

Soils: Hand Classification. Friday, October 17, Vermont Technical College, Randolph Center. Sponsored by the Center for Sustainable Practices. A silty sand or a sandy silt? This one-day workshop teaches municipal officials, engineers and site technicians to perform field identification of gravel, sand, silt, and clay percentages in heterogonous soil samples. Using samples from a variety of typical Vermont soils we will practice identifying how much of each soil particle size is present. You will confirm your estimates with sieve analysis and hydrometer, reinforcing recognition of soil particle size and textural classification. For more information,

go to <http://csp.vtc.edu/> or email moleary@civtech.com.

Delinquent Tax Collection. Tuesday, Wednesday or Thursday, October 21, 22 or 23, 2008.

Sponsored by the VLCT Municipal Assistance Center, this training will be held at the Bennington Fire Station, Middlesex Town Hall and the Milton Town Office, respectively, to better serve VLCT members around the state. This half-day, regional workshop will examine the legal and practical requirements of collecting delinquent property taxes in Vermont. It will provide an overview of delinquent tax collection methods, examine the tax sale process in depth, and discuss steps that should be taken when a delinquent taxpayer files for bankruptcy.

Planning and Zoning Forum. Thursday, October 30, 2008, Capitol Plaza Hotel, Montpelier.

Planning officials from around the state will gather to discuss hot topics in planning and zoning regulation. Please join us for a discussion of topics ranging from successful public participation strategies to stormwater and alternative energy source regulation. Sponsored by the VLCT Municipal Assistance Center.