



# SPRING SELECTBOARD INSTITUTE

Saturday, March 12, 2016  
Capitol Plaza Hotel and Conference Center  
Montpelier, Vermont

*Serving and  
Strengthening  
Vermont Local  
Governments*

## About the Speakers:

**Carl Andeer** recently joined the Vermont League of Cities and Towns (VLCT). Previously at VLCT as the Municipal Research Associate, Carl started as Staff Attorney I at VLCT in the winter of 2015. Before joining VLCT, Carl worked at the City of Rutland where he assisted the City Attorney on a range of various municipal issues. Carl graduated from Vermont Law School in 2012 (JD) after moving to the state from Michigan, where he attended Michigan State University for his undergraduate degree (BA, 2007).

**Milly Archer** provides technical and writing assistance to Vermont towns focusing on municipal stormwater management, green stormwater infrastructure and other water protection issues. She produces model ordinances and draft model language to be used at the municipal level to protect water quality and assists towns in preparing municipal flood hazard regulations that exceed FEMA's National Flood Insurance Program minimum standards. Milly has a Master's Degree in Environmental Law and Policy from the Vermont Law School. She is a Certified Floodplain Manager with the Association of State Floodplain Managers, Inc.

**Garrett Baxter** is Senior Staff Attorney for the Vermont League of Cities and Towns (VLCT) and has been teaching, writing, and advising Vermont's local officials on various municipal topics since first joining VLCT in April, 2004. A graduate of George Washington University (BA, 1999) and Vermont Law School (JD, MSEL, 2003), Garrett lives in Sheffield with his dog, Duke, where he also serves as the vice-chair of the Sheffield Planning Commission.

**Ken Canning**, CPCU, AU, Director of Risk Management Services, VLCT. Ken leads the VLCT Risk Management Services Department in operating VLCT's two member-owned and governed Trusts, the Property And Casualty Intermunicipal Fund (PACIF) and the VLCT Employment Resource and Benefits Trust (VERB) where he supervises a staff of twenty-six employees and numerous vendor relationships in meeting the needs of member municipalities. Ken has over 25 years' experience in the insurance industry having served many years on the commercial side working for Liberty Mutual, Acadia Insurance and Vermont Mutual; and more than eight years on the non-profit, municipal self-insurance side with VLCT. Ken attended Boston public schools, earned a BA in Economics from Boston University, has served on the Boards of Directors of the Marlborough (Massachusetts) Chamber of Commerce and the North Country Union High School (Newport, Vermont), respectively, and currently serves on the National League of Cities Risk Information Sharing Consortium (NLC-RISC.) Board of Directors. He is a Past President of the CPCU Society Vermont Chapter and Past Master of the Free and Accepted Masons of Vermont, Memphremagog Lodge #65. Ken is currently the Potentate of Mount Sinai Shriners #3 in Montpelier. Ken lives in Burlington and enjoys a healthy work/life balance.

**Karen Horn**, Director of VLCT Public Policy & Advocacy, earned a BA from McGill University and an MA from UVM. Karen joined VLCT in the last century, working even before then at the VT Department of Housing and Community Affairs (DHCA) and MA Executive Office of Communities and Development (EOCD). She served 7 years on Moretown and Washington West school boards, and as Moretown Energy Coordinator. She currently serves as Planning Commission Vice Chair. Karen and her family live in Moretown on the mountain.

**Sarah Robson Jarvis** joined VLCT as Staff Attorney II in January of 2014. She was previously in private practice at the firm of Tarrant, Gillies, Merriman & Richardson, where she represented individuals and municipalities. She also served as the Chief of Staff to the President of Goddard College. Sarah has a JD from the University of Colorado School of Law (1999) and a BA from Connecticut College (1993). She is a former three-term member of the Montpelier City Council, and is a current board member of Montpelier Alive, which is Montpelier's downtown community association.

**Jill Muhr** re-joined VLCT as Human Resources Consultant in October, 2015 to facilitate the Municipal Assistance Center's new Human Resources Assistance Program. In addition to managing VLCT's internal human resources (HR) from 1999-2009, Jill's experience includes Director of HR at Goddard College and the New-York Historical Society as well as Director of Operations at HRSentry. Her initial immersion into the HR field was at Coopers & Lybrand, which later merged to become Price Waterhouse Coopers. Jill has a BS degree in Business Administration from the University of Delaware and a post-graduate certificate in HR from New York University. She serves on the board of directors of ReSOURCE (which serves the Burlington, Barre and Hyde Park/Morrisville communities) and on the Montpelier advisory committee of CarShare Vermont.

**Jim Ryan**, Jim has worked with the Vermont Department of Environmental Conservation for the last 16 years as a Watershed Coordinator. Since the summer of 2015, Jim has been tasked with developing and coordinating DEC's new Municipal Roads Stormwater General Permit, a requirement of Act 64, the Vermont Clean Water Act. Prior to working with Vermont DEC, Jim worked with VT F&W, the USDA Natural Resources Conservation Service, and had his own stream consulting business.