

**MINUTES OF THE  
VERMONT LEAGUE OF CITIES AND TOWNS  
BOARD OF DIRECTORS MEETING  
THURSDAY, November 5, 2015**

**Members Present:** President Cadwell, Vice President Louras, and Members Shepeluk, Beckett, Janssen, Monette, Pinsonault, Richard, Safford, Simmons, Weinberger and Whittaker.

**Others Present:** VLCT staff members including Mike Gilbar, Jessica Hill, Abigail Friedman, Ken Canning and Carl Andeer.

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

President Cadwell called the meeting to order at 12:30 pm. and welcomed the new Members to the Board: Deb Beckett, Paul Monette and Charles Safford.

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

President Cadwell added the subject of presentations to the Board by guests to the agenda under Other Business. On motion duly made by Member Pinsonault and seconded by Member Janssen, the Board unanimously adopted the agenda as amended.

**Agenda Item #3: Consent Agenda Items.**

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

Approved the minutes of the October 7, 2015 Board meeting.  
Accepted the Personnel Report.

Member Ramsay joined the meeting by telephone.

**Agenda Item #4: 2016 VLCT Budget and 2016-17 VLCT Dues.**

Finance Director Mike Gilbar presented the staff proposal for the 2016 VLCT budget. He reviewed the budget memorandum, covering revenues, expenses, net position and capital budget items. The Board discussed capital budget items and the future plan for net position of the organization. Mike Gilbar also presented four options for a dues increase, with specific emphasis on staff's recommendation.

On motion duly made by Member Shepeluk and seconded by Member Whittaker, the Board adopted the dues option recommended by staff. The vote was a unanimous roll call vote, with President Cadwell, Vice President Louras and Members Shepeluk, Beckett, Janssen, Monette, Pinsonault, Ramsay (via telephone), Richard, Safford, Simmons, Weinberger and Whittaker all voting in the affirmative.

On motion duly made by Member Whittaker and seconded by Member Simmons, the Board voted to adopt the budget as recommended by staff. The vote was a unanimous roll call vote, with President Cadwell, Vice President Louras and Members Shepeluk, Beckett, Janssen, Monette, Pinsonault, Ramsay (via telephone), Richard, Safford, Simmons, Weinberger and Whittaker all voting in the affirmative. The Board requested that the issue of net position be placed on a future agenda for further discussion.

**Agenda Item #5: Personnel Policy – Adoption of Actual Health and Dental Plan Schedule.**

Jessica Hill provided an explanation of the Health and Dental Plan Schedule as it affects staff in 2016, based on the budget just adopted by the Board. On motion made by Member Janssen and seconded by Member Louras, the Board voted to approve the schedule as proposed by staff. The vote was a unanimous roll call vote, with President Cadwell, Vice President Louras and Members Shepeluk, Beckett, Janssen, Monette, Pinsonault, Ramsay (via telephone), Richard, Safford, Simmons, Weinberger and Whittaker all voting in the affirmative. The Board requested that the staff review what health options are offered to staff and the potential future rate increases that could affect future VLCT budgets and be prepared to report that information to the Board.

**Agenda Item #6: SAS Compliance Report from the Auditors (Johnson Lambert).**

Katie Glover of Johnson Lambert, VLCT's auditing firm, presented the auditing plan for the 2015 calendar year, explaining the engagement overview, the audit responsibilities, significant risks, areas of the audit emphasis and materiality issues. At the end of the presentation, staff left the room so that Board members could directly address with Ms. Glover any issues of concern. Staff was requested to return to the meeting five minutes later.

**Agenda Item #7: Selection of 2016 Legislative Priorities.**

Maura Carroll briefly presented the memorandum outlining the recommended VLCT policy priorities for the 2016 legislative session. There was considerable discussion about mandates and the issue of local control. There was additional discussion about 21<sup>st</sup> Century Policing, marijuana legalization and the percentage of legislators with local government experience. Member Whittaker asked that staff contact Steve Jeffrey about his Town Fair remarks to see whether we might incorporate some of those ideas in materials encouraging greater engagement and involvement by local officials in the legislative process and greater consideration of local concerns at the legislature. It was requested that staff bring suggestions to the December Board meeting. On motion by Member Janssen and seconded by Member Louras, the Board adopted the legislative priorities as presented. The vote was a unanimous roll call vote, with President Cadwell, Vice President Louras and Members Shepeluk, Beckett, Janssen, Monette, Pinsonault, Ramsay (via telephone), Richard, Safford, Simmons, Weinberger and Whittaker all voting in the affirmative. The Board requested further discussion about the legislative items at the December meeting, particularly about the concept of greater municipal authority over local government issues and any new processes that will be put in place by the new advocacy team during the 2016 legislative session.

**Agenda Item #8: Vermont Local Roads Program.**

Member Simmons was appointed by Board consensus as the VLCT representative to the Vermont Local Roads Program. Member Janssen will serve as the alternate.

**Agenda Item #9: Board Meeting Schedule.**

There was discussion about the desire to have an opportunity to discuss legislative policy issues prior to October 5 (the day before Town Fair 2016). The Board requested that the policies as recommended by the policy committees be distributed earlier in order to have more time to receive member input. By consensus, the Board agreed with the proposed meeting dates for 2016.

**Agenda Item #10: Other Business.**

President Cadwell asked the Board for their thoughts about inviting Bruce Cunningham to make a presentation supporting legislation that would prohibit the assessment of an 8% penalty on delinquent property taxpayers. Based on the already existing ability for municipalities to reduce or eliminate that penalty and the Board's understanding of the issue, the Board did not request a presentation from Mr. Cunningham.

Member Ramsay left the meeting at 3:10 p.m.

On motion duly made by Member Weinberger and seconded by Member Shepeluk, the Board unanimously adopted the motion to **adjourn** at 3:12 p.m.

Respectfully submitted,

Maura Carroll  
Executive Director