

**MINUTES OF THE  
VERMONT LEAGUE OF CITIES AND TOWNS  
BOARD OF DIRECTORS MEETING  
THURSDAY, March 17, 2016**

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

**Others Present:** VLCT staff members including Karen Horn, Gwynn Zakov, Abigail Friedman and Jessica Hill.

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

President Cadwell called the meeting to order at 12:25 pm.

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

No items were added to the agenda. On motion duly made by Member Shepeluk and seconded by Member Safford, the Board unanimously adopted the existing agenda.

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

On motion duly made by Member Richard and seconded by Vice President Louras, the Board took the following actions on consent agenda items:

Unanimously approved the minutes of the February 4, 2016 Board meeting, and unanimously accepted the Personnel Report.

**Agenda Item #4: Review of Legislative Priorities.**

Member Weinberger joined the meeting at 12:35 p.m.

Karen Horn and Gwynn Zakov reported that the legislature is trying to finish the work by early May so that they can focus on election year activities. They also provided an update of the current activity at the State House and discussed a lengthy list of bills that have been heard in the legislature and on which staff has testified. That list is attached to the minutes. Karen and Gwynn responded to queries from the Board.

**Agenda Item #5: VLCT Policy Review.**

Maura Carroll presented information and responded to questions about the updated VLCT policies. Specific discussion was held on the Board Roles and Responsibilities and a question was posed about language offered in the section of Policy Setting and Management. While there was no objection to the language as presented, Board members requested that staff continue to review that section, particularly the last sentence in the first paragraph, as it appears redundant. Regarding the Smoking Policy, it was suggested that e-cigarettes be added to the policy. On

motion by Member Shepeluk and seconded by Member Pinsonault, the Board approved that addition to the policy.

There was also discussion about the Bylaw requirement that the Board elect a Treasurer. Currently, there is no Treasurer and the Board suggested that staff review the need for a Treasurer and if there is one, to bring language to amend the Bylaws to reflect that a Board member serve in that capacity. Finally, there was discussion about the conflict of interest policy, particularly with regard to Board members who serve on more than one VLCT Board. Members were concerned about whether conflicts might occur and what the appropriate resolution would be in that situation. The Board asked that staff place dates on each policy so that it will be clear when a policy was approved and easier to determine when it should be reviewed again. Upon motion by Member Safford and seconded by Member Janssen the Board unanimously voted to adopt the policies presented with revisions suggested.

#### **Agenda Item #6: Corporate Partner Opportunity.**

Maura Carroll presented a partnership opportunity with Schooley-Mitchell, a consulting firm based in Hartford, Connecticut. The firm provides audits of telecommunications and merchant services. Payment comes in the form of shared savings that are discovered through the audit process. The firm has worked with the Connecticut Conference of Municipalities and comes with a positive recommendation from that staff. The Board expressed concern that this is not a Vermont business, posed questions about whether there were other firms that could do this work and whether VLCT should submit an RFP for the services. A lively discussion ensued about corporate partners and corporate sponsors and the appropriate direction for the organization. After several questions were asked and suggestions made, and upon motion duly made by Member Weinberger and seconded by Member Monette, the Board unanimously voted to have staff contact Schooley-Mitchell and request that an audit be done of VLCT telecommunications as a way of vetting the process and getting some experience with the firm. Staff will then report back to the Board with the results and feedback from the process.

#### **Agenda Item #7: VLCT Annual Report**

The Board reviewed the Annual Report and suggested a few minor wording changes. Upon motion by Member Beckett and seconded by Member Janssen the Board unanimously approved the Annual Report as amended.

#### **Agenda Item #8: 401(a) Plan Update.**

There is a need to update the ICMA-RC retirement policy based on changes to the Internal Revenue Service Code. Upon motion by Vice President Louras and seconded by Member Beckett the Board unanimously approved the changes and authorized the executive director to sign the appropriate document.

**Agenda Item #9: Other Business.**

Maura Carroll and Jessica Hill updated the Board about the Town Fair Survey that was recently distributed. More than 100 responses were received to date. Preliminary results include 55% of respondents stating that training was the main reason for attending Town Fair, some specific suggestions for training sessions and a few suggestions about a potential keynote speaker. A further report will be made at the April Board meeting.

On motion duly made by Member Shepeluk and seconded by Vice President Louras, the Board unanimously adopted a motion to adjourn at 3:00 p.m.

Respectfully submitted,

Maura Carroll  
Executive Director

DRAFT



**Legislative Bills, Events, Reports of Concern to VLCT  
Status as of March 16, 2016**

[www.vlct.org](http://www.vlct.org)  
<http://legislature.vermont.gov>  
Sergeant At Arms 802-828-2228  
*to contact your legislator, find bills and action*

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|---|---------------------------------|
| <b>H. 206</b> Notaries public   | <i>H. Ways and Means</i>        |
| <b>H. 249</b> Councils of Government (d.b.a. Municipal Services)  | <i>S. Government Operations</i> |
| <b>H. 261</b> Ban the Box - Asking about criminal arrests or convictions on job applications.   | <i>H. Floor</i>                 |
| <b>H. 517</b> Water Classifications   | <i>S. Natural Resources</i>     |
| <b>H. 518</b> Membership Clean Water Fund Board   | <i>H. Floor</i>                 |
| <b>H. 560</b> Traffic Safety  | <i>H. Floor</i>                 |
| <b>H. 571</b> Restoring suspended licenses  | <i>House Passed</i>             |
| <b>H. 575</b> Town Service Officer  | <i>S. Health &amp; Welfare</i>  |
| <b>H. 580</b> Conservation Easements  | <i>House Floor</i>              |
| <b>H. 610</b> Wastewater and water supply revolving loan funds  | <i>H. Appropriations</i>        |
| <b>H. 629</b> Vital Records   | <i>House Passed</i>             |
| <b>H. 640</b> Cemeteries  | <i>House Calendar</i>           |
| <b>H. 674</b> Public Notice of Wastewater Discharges  | <i>S. Natural Resources</i>     |
| <b>H. 743</b> Fair and Impartial Policing   | <i>House Floor</i>              |
| <b>H. 747</b> State Treasurer may intercept funds payable from the state to a municipality or school district make to cover payments on a bond note that would otherwise be in default. |                                 |

*S. Finance*

**H. 779** Agriculture Exemption for Value Added Business *H. Agriculture*

**H. 789** Require a forest integrity element in a municipal plan and specific policies to control development in those areas to prevent forest fragmentation and increase habitat connectivity.  
*House Floor*

**H. 851** Conduct of Forestry Operations *House Passed*

**H. 857** Timber Harvesting *S. Natural Resources*

**H. 853** Statewide Education Tax *House Calendar*

**H. 854** Timber Trespass *House Passed*

**H. 855** Fire Wardens and Fire Suppression *House Floor*

**No #** Fee Bill *H. Ways & Means*

**No #** Transportation Bill  
includes Cut through traffic *H. Transportation*

**No #** Appropriations Bill  
includes PILOTs for buildings and lands *H. Appropriations*

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**S. 28** Would require divestiture of retirement funds from companies holding largest carbon content fossil fuel reserves.  
*S. Government Operations will send a letter to the Treasurer.*

**S. 94** Appoint Clerks and Treasurers *H. Government Operations*

**S. 114** Open Meeting *H. Government Operations*

**S. 123** Streamlined ANR permitting *H. Natural Resources*

**S. 155** Privacy Protection and Drones *H. Judiciary*

**S. 174** Body cameras *S. Floor*

**S. 184** Ethics *H. and S. Government Operations*

**S. 230** A municipal plan for the first time would be required to be consistent with the planning goals of Act 200 (not just energy goals). S.230 would establish a position at the Public Service Board (PSB) to (1) assist the public about siting cases; (2) prohibit a company from using eminent domain if the company has executed non-disclosure agreements with landowners; (3) provide for passing costs of building three-phase power to ratepayers if use of the line allows siting in a location that reduces impact on scenic beauty; and (4) create a pilot project in the Standard Offer Program to encourage siting facilities in “preferred locations.” If a municipal plan

is consistent with a regional plan that is itself certified as being consistent with the state energy plan and standards for those plans, its recommendations would receive substantial deference in the PSB permit process. Substantial deference would be defined. *Senate Finance*

**S. 241** Marijuana Legalization

*H. Judiciary*

**S. 242** Constables and Service of Process

*S. Floor*

**H R. 11** Amends House Rules to provide for a charter amendment to be placed on the Calendar for notice for two legislative days before being placed in the Orders of the Day, after which it may proceed without a committee report unless the Speaker or member by motion, commits it to a committee. *House Rules.*