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## VLCT Board of Directors Meeting Minutes 2018 11-19

### VERMONT LEAGUE OF CITIES AND TOWNS Board of Directors Meeting Monday, November 19, 2018

#### Minutes

**Members Present:** President Dominic Cloud, Vice President Miro Weinberger and Members Deb Beckett, Jared Cadwell, Peter Elwell, Bill Fraser, Ken Linsley, Sandy Pinsonault, Charles Safford, Ted Simmons, Lucrecia Wonsor and Rebecca White via telephone.

**Others Present:** VLCT staff: Karen Horn, Gwynn Zakov, Jessica Hill, Abigail Friedman, Mike Gilbar, Jeremiah Breer, Dean Mudgett, Joe Damiata, Jill George, Heather Law, Fred Satink, Trevor Whipple, Lisa Goodell, Garrett Baxter, Carl Andeer, Susan Senning and Maura Carroll.

**Agenda Item #1: Call to order by the President.** President Cloud called the meeting to order at 12:20 p.m. and welcomed all to the meeting. Since new Board member, Ken Linsley was present, President Cloud welcomed him to the Board and Fred Satink introduced the newest member of the VLCT staff, Trevor Whipple.

**Agenda Item #2: Additions and Deletions to the Agenda.** On motion duly made by Member Safford and seconded by Member Pinsonault, the Board unanimously voted to approve the agenda as amended to include a request to add two items to Other Business one addressing an amicus brief filing request and the other a report from the Nominating Committee.

**Agenda Item #3: Consent Agenda Items.** On motion duly made by Member Cadwell and seconded by Member Pinsonault, the Board unanimously voted to approve the consent agenda items.

**Agenda Item #4: Organizational Update.** Maura Carroll reported that Vice President Weinberger, Winooski City Manager Jessie Baker and she attended NLC's City Summit in Los Angeles November 7-10. Mayor Weinberger offered two presentations at City Summit and represented Burlington and the league very well. She also reported that staff has been focused on 2019 budget preparations, development of the customer relations management system and rebranding. The following will represent the VLCT Board on the rebranding project: Dominic Cloud, Mary Ann Goulette, and Jared Cadwell. From the PACIF Board, the representatives are Joshua Powers, Jackie Higgins and Dave Atherton. The VERB Board will appoint a representative soon and several VLCT staff are expected to participate, as well. The Compensation

Survey was completed successfully, and it should be in the hands of local officials for review. Many thanks are owed to Heather Law in the Municipal Assistance Center for completion of that project. PACIF has had a positive renewal season, with only three communities still to determine whether they will accept an insurance bid from the private sector.

**Agenda Item #5: Customer Relations Management System.** Dale Graver and Kevin Benson from VC3 attended the Board meeting to provide a demonstration of the capabilities of the CRM system which VC3 can assist us in developing. They responded to questions from the Board.

**Agenda Item #6: Financial Update: Third Quarter Report.** Mike Gilbar presented the third quarter financial report and responded to questions. On motion duly made by Member Wonsor and seconded by Member Safford, the Board unanimously voted to accept the third quarter VLCT financial report as presented.

**Agenda Item #7: Budget.** Mike Gilbar presented the details of the proposed 2019 VLCT budget and responded to questions. On motion duly made by Member Wonsor and seconded by Member Safford, the Board unanimously voted to approve the 2019 VLCT budget.

**Agenda Item #8: Dues.** Mike Gilbar presented the details of the 2019-20 dues and explained the reasons for the increases. On motion duly made by Member Wonsor and seconded by Member Safford, the Board unanimously approved the 2019-20 dues rates. Staff will notify the membership within the next few days.

**Agenda Item #9: Review of Legislative Matters.** Karen Horn and Gwynn Zakov provided the Board with recommendations about municipal priorities for the 2019 legislative session. They explained that the priorities are core to the membership and reflect the need for authority, flexibility and funding at the municipal level. The priorities also reflect a broader approach than in some years past. Discussion ensued, and on motion duly made by Member Pinsonault and seconded by Member Elwell, the Board unanimously voted to accept the priorities as presented.

**Agenda Item #10: Town Fair Debrief.** Lisa Goodell provided a recap of the 2018 Town Fair details and responded to questions posed by the Board. The consensus was that the program was well done, the venue was a good one and the Board offered several compliments to staff about the event. On motion duly made by Member Fraser and seconded by Member Elwell, the Board voted 11-1 to return to the DoubleTree in South Burlington for the 2020 Town Fair. The roll call vote was as follows: Yeas: Cloud, Beckett, Cadwell, Elwell, Fraser, Linsley, Pinsonault, Safford, Simmons, Wonsor and White; Nays: Weinberger.

**Agenda Item #11: 2019 VLCT Board Meeting Dates.** Board members agreed to the following meeting dates for 2019. All are currently scheduled at 12:20 p.m. at the VLCT offices: January 17, February 7, March 14, April 4, May 2, June 6, July 18, August - no meeting, September 5, October 2, November 14, December 12.

**Agenda Item #12: Other Business.**

**b. Member Initiatives.** On behalf of the Nominating Committee, Member Cadwell reported that the committee had met prior to the Board meeting to further discuss the eligibility requirements to serve on the VLCT Board. There had been a lively discussion at the September Board meeting on that subject. Member Cadwell reported that the Committee will review bylaw provisions from other northeast state

leagues at their next meeting. Also, in preparation for two vacancies on the Board that will occur after the December meeting, the Committee requested that staff notify the membership of the impending vacancies and opportunity to apply for a Board seat. The Committee encouraged the Board to recruit applicants, as well, particularly Selectboard members as the two Board members stepping down serve on selectboards.

Staff received a request to file an amicus brief in the Supreme Court in the matter of Doyle v. City of Burlington Police Dept. Staff attorney Carl Andeer presented the issue to the Board, which involves whether public agencies may charge staff time for requests to review information that may need redacting or preparation time by staff of the agency. The lower court ruled in favor of the City of Burlington and allowed the city to charge for staff time. Currently, the law only allows time to be charged if the requests involve making a copy of any materials requested. On motion duly made by Member Cadwell and seconded by Member Elwell, the Board unanimously voted to support the staff recommendation that an amicus brief be filed.

On motion duly made by Member Safford and seconded by Member Cadwell, the Board unanimously voted to appoint Member Elwell to the Joint Investment Committee, representing the VLCT Board.

**e. Informational Materials.** Maura Carroll reminded Board members that 2019 Conflict of Interest Forms need to be signed and filed with the organization.

On motion duly made by Member Beckett and seconded by Member Wonsor, the Board unanimously voted to adjourn the meeting at 2:52 p.m.

Respectfully submitted,  
Maura Carroll, Executive Director

**Board or Committee:**

VLCT Board of Directors

**Board Meeting Date:**

Monday, November 19, 2018

**Resource Category:**

- Minutes
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