

VERMONT LEAGUE OF CITIES AND TOWNS

Executive Committee Meeting

Thursday, April 3, 2025
Virtual Meeting

Minutes

Present: South Burlington City Manager Jessie Baker, West Ruland Town Manager Mary Ann Goulette, Montgomery Selectboard Chair Charlie Hancock, and VLCT Executive Director Ted Brady.

Mary Ann called the meeting to order at 3:00 p.m.

Mary Ann asked if there were any changes to the agenda. No changes were made.

Jessie moved to approve the minutes of March 13, 2025. Mary Ann seconded the motion. The motion carried unanimously.

The committee discussed the draft agenda for the April 17, 2025, VLCT Board meeting. Ted said he anticipated renewal of the Delta Dental contract, an update on the 2025 workplan, information about the real estate advisory RFP, and updated board policies to be on the agenda. Jessie suggested including the Executive Director's evaluation on the agenda. Charlie asked that the committee revisit the conversation about VLCT's equity work, specifically addressing what elements of the budget would be impacted if the federal government clawed back all funding and how much work amending VLCT's website to reduce equity references might be. Mary Ann suggested we should also add acting on the Executive Committee's recommendation to revisit free training to the agenda.

Ted said he often brings a draft agenda to the committee, but did not this month, and asked if the committee is okay with Mary Ann approving the final agenda. There was no objection.

Mary Ann said she supported revisiting the decision of the Board to reinstate training fees given the information provided to the Executive Committee. Jessie noted that the decision to do so and the equity discussion are related, and said she was concerned that the costs of the Municipal Operations Support Team may be passed on to the dues, which impact the larger members the most despite the fact that they rely on the new services the least.

Jessi departed the meeting from 3:12 p.m. – 3:14 p.m. due to technical issues.

Ted said the intention is to fund the training fee subsidy with net position. Charlie asked if that is also how we are funding the staff funded by the grant if the funding doesn't materialize. Ted said yes. Mary Ann asked how much this was likely to be. Ted said about \$10,000 for training, but including staff roughly \$350,000-\$450,000.

Jessie said these are important programs that we have expanded, and it will be difficult to take them away from the membership, and asked that we have a conversation about how to continue these programs during budget season.

Charlie asked what other grants Ted has been looking at. He said he had a conversation with the Northern Border Regional Commission Federal Cochair, and learned there is a pot of funding for municipal technical assistance that may be available. Charlie suggested Ted talk to Sarah Waring of the NBRC about that funding.

Charlie made a motion to recommend the Board reevaluate its decision to terminate the free training, and fund the cost of doing so through net position through the end of the year. Jessie Baker seconded the motion. The motion carried unanimously.

Mary Ann asked that Ted convene Mary Ann, Karen Barber, Katie Buckley and Abby Friedman to have a conversation about the future of VLCT's equity work and it's impact on federal funding. She asked to bring recommendations from that convening to the full Board on April 17th to inform that discussion.

The committee discussed the three candidates for the municipal service scholarship. Charlie asked for clarification about the eligibility of all three candidates, and why Ted thought only two were eligible. Ted explained he was unsure of whether all three candidates were municipal officials or dependents of a municipal official. He received additional information yesterday from VSAC, and has confirmed all three are eligible, however, only one had financial need. Mary Ann suggested funding the candidate with financial need. Jessie said she thought the financial need was important. Charlie agreed. The group debated making two scholarships or awarding one candidate a multi-year scholarship. As no candidate clearly articulated their interest in working for a city, town or village, the group suggested awarding only one scholarship this year.

Jessie moved to award a one year, \$2,000 scholarship to Trent Simpson. Charlie Hancock seconded the motion. The motion carried unanimously.

Mary Ann suggested we could dedicate the golf proceeds to another cause if the fund is fully funded. Ted said he'd like to accumulate enough funding to make the scholarship self sustaining.

Charlie motioned to enter Executive Session to discuss the annual performance evaluation of the Executive Director, and to invite the Executive Director to join. Jessie seconded the motion. The motion carried unanimously. The committee entered Executive Session at approximately 3:50 p.m.

The committee came out of executive session at 4:32 p.m.

The committee took no action. Ted said the Chair has historically provided the full board with a memo recommending action on the performance evaluation, and that the full board takes action.

Mary Ann adjourned the meeting at 4:33 p.m. without objection.

Submitted by Ted Brady.

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To view a recording of the meeting, click [here](#). To view the recording of the meeting after the Executive Session, click [here](#).

As approved by the Executive Committee on May 1, 2025.