

**MINUTES OF THE VERMONT LEAGUE OF CITIES AND TOWNS,  
VLCT PROPERTY AND CASUALTY INTERMUNICIPAL FUND, INC. and  
VLCT EMPLOYMENT RESOURCE AND BENEFITS TRUST, INC.  
WORKING GROUP MEETING**

**VLCT Vermont Room, 89 Main Street, Suite 4  
Montpelier, VT and via Zoom – Thursday, May 21, 2026**

Directors Present: Mary Ann Goulette (VLCT), Aaron Frank (PACIF), Charles Safford (VERB/PACIF), Erik Wells (PACIF), Mike Hogan (VLCT), Jessie Baker (VLCT), Karen Barber (VLCT/PACIF), Todd Odit (PACIF/VERB) and Charlie Hancock (VLCT)

Staff Present: Ted Brady, Phil Latvis, Phil Woodward and Kelley Avery  
Special Guests: Lynn McNamara (remote), Gary Kupferer (remote) and Russell Young

VLCT Board President Mary Ann Goulette called the joint meeting to order at 11:06 a.m. and asked for a motion to approve the minutes.

**Upon motion (Frank/Hancock), duly adopted, the group voted unanimously to approve the April 7, 2026 meeting minutes as presented.**

President Goulette asked for a motion to enter into Executive Session.

**PACIF Board President Aaron Frank moved** that the group find that premature general public knowledge of contract negotiations between PACIF, VERB and VLCT regarding the Administrative Services Agreement would clearly place PACIF and VERB at a substantial disadvantage and further moved that the working group of VLCT, PACIF and VERB board members go into executive session to discuss contractual negotiations between VLCT, PACIF and VERB and to invite Ted Brady, Phil Latvis, Phil Woodward, Lynn McNamara, Gary Kupferer and Russell Young to join the executive session. **The motions were seconded by Jessie Baker, all approved and the working group entered into executive session (11:07 a.m.).**

Kelley Avery left the meeting at 11:07 a.m.

The group took a break from 12:21 p.m. to 12:28 p.m. for lunch.

**Upon motion (Safford/Frank), duly adopted, the group voted unanimously to leave executive session and return to open meeting (1:39 p.m.).**

**Upon motion (Hogan/Barber), duly adopted, the group voted unanimously to adjourn meeting (1:40 p.m.).**

Respectfully submitted,

Kelley Avery  
PACIF/VERB Boards Assistant Secretary

Link to meeting recording [here](#)