

# VERMONT LEAGUE OF CITIES AND TOWNS BOARD OF DIRECTORS MEETING

Tuesday, October 7, 2025  
Hybrid Meeting - 12:30 p.m.  
Via Zoom and in Person at:

The Doubletree by Hilton, 870 Williston Road, South Burlington, VT

A meeting of the Vermont League of Cities and Towns Board of Directors will take place on Tuesday, October 7th, 2025, in a hybrid format at Doubletree by Hilton in South Burlington and on Zoom. Members and the public may also participate [via Zoom](#). Lunch will be served for Board members and staff at 12 p.m. The meeting will be called to order at approximately 12:30 p.m. Board members are invited to attend the VERB&PACIF Board Meetings at 8:30 a.m. as guests.

## AGENDA

<u>Item</u>	<u>Time</u>
1. Call to order by President; Introduction of new members and guests, if any.	12:30
2. Additions and Deletions to the Agenda <u>Action Suggested:</u> Board members should review the agenda, including adding or deleting items, moving items to and from the consent agenda, and having the President, board members, and staff identify items to be added under “Other Business.”	12:35
3. Consent Agenda <u>Action Suggested:</u> Approve all items in gross and without debate or amendment. A single member can demand a separate vote for any of the series offered. Items voted separately require a separate motion to approve and may be fully debated and amended at the end of the agenda. a. <a href="#">Approve Minutes of September 11, 2025, Meeting</a> b. <a href="#">Approve Simpleroute Contract for New Computers</a> c. <a href="#">Approve MissionSquare Secure ACT Election Form</a> d. <a href="#">Approve MissionSquare 457 Optional Provisions Election Form</a>	12:40
4. Organizational Update <u>Action Suggested:</u> No action required. Ted Brady will provide an organizational update. a. <a href="#">October Organizational Update</a>	12:45
5. Building Committee Update <u>Action Suggested:</u> No action required. The Board may wish to hear and update from the VLCT Building Committee. a. <a href="#">September 30<sup>th</sup> Building Committee Packet</a>	1:00
6. 2024 VLCT Audit Report <u>Action Suggested:</u> The Board should formally accept the 2024 Audit Report and the 2025 Audit Plan. Josh Partlow of JohnsonLambert will join us to present the audit and answer any questions. a. <a href="#">2024 VLCT Audit One Pager</a> b. <a href="#">2024 VLCT Internal Control Letter</a> c. <a href="#">2024 VLCT Audited Financial Statements</a> d. <a href="#">2024 VLCT Board Letter</a>	1:15

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| 7.  | <b>Approve 2026 VLCT Budget and Dues</b><br><u>Action Suggested:</u> The Board should adopt or amend the proposed 2026 VLCT Budget and Dues Schedule as recommended by the Budget Advisory Committee. VLCT CFO Seth Abbene will join to present the budget and answer any questions.<br>a. <a href="#">2026 Proposed VLCT Budget Memo</a><br>b. <a href="#">2026 Proposed VLCT Budget</a><br>c. <a href="#">Proposed 2027 Dues Year Dues Memo</a><br>d. <a href="#">Proposed 2027 Dues Year Dues Schedule</a> | 1:30 |
| 8.  | <b>Appoint VLCT Equity Committee</b><br><u>Action Suggested:</u> The Board may wish to appoint members to its Equity Committee. The Equity Committee Nominating Committee solicited the membership, reviewed those that expressed interest, and recommends a slate for the Board to consider.<br>a. <a href="#">VLCT Equity Committee Nominating Committee Slate</a>  | 1:45 |
| 9.  | <b>Amendments to VLCT Amicus Brief Policy</b><br><u>Action Suggested:</u> The Board may wish to amend the VLCT Amicus Brief policy to allow for VLCT intervention at other levels of the court system. Carl Andeer will join to answer any questions you may have.<br>a. <a href="#">Memo from Municipal Assistance Center Recommending Changes</a><br>b. <a href="#">Proposed Amicus Brief Policy (Track Changes)</a><br>c. <a href="#">Proposed Amicus Brief Policy (Clean)</a>                             | 1:50 |
| 10. | <b>Legislative Update</b><br><u>Action Suggested:</u> No action recommended. Josh Hanford and Samantha Shaheen will provide an update on intergovernmental relations.<br>a. <a href="#">Memo</a>  | 2:00 |
| 11. | <b>Town Fair Updates</b><br><u>Action Suggested:</u> No action suggested. Ted Brady will remind Board members of important events and campaigns going on during Town Fair.  | 2:15 |
| 12. | <b>Board Resolutions</b><br><u>Action Suggested:</u> The Board may wish to adopt resolutions honoring former Bennington Town Manager Stu Hurd and Former Killington Town Manager David Atherton.<br>a. <a href="#">Board Resolution Honoring Stu Hurd</a><br>b. <a href="#">Board Resolution Honoring David Atherton</a>  | 2:25 |
| 13. | <b>Executive Session (if necessary)</b>   | 2:30 |
| 14. | <b>Other Business</b>   | 2:35 |
| 15. | <b>Adjourn</b>  | 2:45 |

## DATES/TOPICS FOR UPCOMING BOARD MEETINGS

Thursday, November 20th - 2025 Q3 financials / Adopt Leg Priorities
Thursday, December 18th - Adopt 2026 Workplan

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Join here: <https://us06web.zoom.us/j/83528687087?pwd=jLoLR1qF6sRJMouRjCmCOSEtWADzcU.1>

Meeting ID: 835 2868 7087

Passcode: 676464

One tap mobile

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