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## MEMORANDUM

To: VLCT Members

From: Karen B. Horn, Director  
Public Policy and Advocacy

Date: July 16, 2013

Re: 2013 VLCT Municipal and Legislative Service Awards

RECEIVED  
2013 JUL 22 A 9:15  
BURLINGTON CLERK  
TREASURER'S OFFICE

Please consider nominating an exceptional municipal official or legislator for the Municipal Service or the Legislative Service Award. We will recognize VLCT's 2013 Award winners at Town Fair, which will take place Thursday, October 3, 2013, at the Killington Grand Hotel in Killington, Vermont.

We look forward to hearing from you!

**MUNICIPAL SERVICE AWARD:** given to an elected or appointed municipal official who has shown an active commitment to strong local government beyond the borders of his or her community – such as service to the Vermont League of Cities and Towns – and has also demonstrated a commitment to his or her municipality by serving on a board or commission.

**LEGISLATIVE SERVICE AWARD:** recognizes a member of the Vermont General Assembly who, through his or her service, has best shown an awareness of the problems facing local government and its capacity for self-governance, and has sought to solve those problems and provide local authority on a statewide basis through legislative action.

Nomination forms for these awards are attached and are **due at the VLCT offices by Thursday, August 15, 2013**. Thank you!

attachments

*Sponsor of:*

VLCT Health Trust, Inc.

VLCT Municipal Assistance  
Center

VLCT Property and Casualty  
Intermunicipal Fund, Inc.

VLCT Unemployment  
Insurance Trust, Inc.

# VLCT TOWN FAIR AWARDS NOMINATION FORM

## MUNICIPAL SERVICE AWARD

This award will be presented at Town Fair, October 3, 2013, at the Killington Grand Hotel in Killington, Vermont.

This award is given to an elected or appointed municipal official who has shown an active commitment to strong local government beyond the borders of his or her community – such as service to the Vermont League of Cities and Towns – and has also demonstrated a commitment to his or her municipality by serving on a board or commission.

Name of person nominated: \_\_\_\_\_  
Nominator: \_\_\_\_\_ Municipality: \_\_\_\_\_  
Position(s) held by nominee: \_\_\_\_\_

*The nomination must be accompanied by a letter of recommendation from the local legislative body in which the nominee serves.*

Street address of nominee: \_\_\_\_\_  
City/Town: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: \_\_\_\_\_ Years of Service to Municipal Government: \_\_\_\_\_  
Reasons for nomination: \_\_\_\_\_

Please cite a specific example of the nominee's efforts to solve a problem that affects Vermont municipalities:

Please indicate an instance of the nominee advocating for local governments (in the legislature, at a regional commission, solid waste district, or similar regional forum, or as a member of an advocacy group) or working with other groups to achieve a goal beneficial to municipalities as well as other community groups:

Attach additional sheets if needed.

Please return to Vermont League of Cities and Towns, 89 Main Street, Suite 4, Montpelier, VT 05602-2948, fax to 802-229-2211, or email to Karen Horn at [khorn@vlct.org](mailto:khorn@vlct.org) by Thursday, August 15, 2013.

# VLCT TOWN FAIR AWARDS NOMINATION FORM

## LEGISLATIVE SERVICE AWARD

This award will be presented at Town Fair, Thursday, October 3, 2013, at the Killington Grand Hotel in Killington, Vermont.

This award recognizes a member of the Vermont General Assembly who, through his or her service, has best shown an awareness of the problems facing local government and its capacity for self-governance, and has sought to solve those problems and provide local authority on a statewide basis through legislative action.

Name of legislator nominated: \_\_\_\_\_

Nominator: \_\_\_\_\_ Municipality: \_\_\_\_\_

Position(s) held by nominee: \_\_\_\_\_

*The nomination must be accompanied by a letter of recommendation from at least one local legislative body that the nominee represents.*

Street address of nominee: \_\_\_\_\_

City/Town: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Years of Service to Municipal Government: \_\_\_\_\_

Reasons for nomination: \_\_\_\_\_

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Please cite a specific example of the nominee's efforts to solve a problem that affects Vermont municipalities:

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Please indicate an instance of the nominee advocating for local governments (in the legislature, at a regional commission, solid waste district, or similar regional forum, or as a member of an advocacy group) or working with other groups to achieve a goal beneficial to municipalities as well as other community groups:

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Attach additional sheets if needed.

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## 2014 VLCT BOARD VACANCY



*Serving and  
Strengthening  
Vermont Local  
Governments*

There will be vacancies on the Board of Directors of the Vermont League of Cities and Towns this year due to terms of members expiring. The Nominating Committee of the Board of Directors appreciates your assistance in obtaining names of persons who qualify to be a Director. The term is for two years.

The VLCT Bylaws state that a member of the Board of Directors shall be "a qualified official of a member city or town" and that "a qualified official is a person currently holding the position of selectperson, mayor, municipal manager, clerk, treasurer, or position established in a municipal charter with responsibilities comparable to one of the aforementioned."

A person elected to the Board of Directors must be able to attend the monthly Board meeting, which is held at the office of the Vermont League of Cities and Towns in Montpelier, usually commencing at noon and lasting three to four hours.

**AS A BOARD MEMBER, YOU WILL BE ASKED TO:**

- Provide overall governance of the organization;
- Help formulate League legislative policy for approval by the membership;
- Provide direction for VLCT's long-range goals and objectives; and
- Assist staff on specific legislative positions, including possibly testifying before legislative committees.

The position also demands approximately two days in September or October of each year to help with VLCT's Town Fair and Annual Meeting. It may also involve membership on VLCT policy committees or legislatively established study committees. Lastly, many of the members of the Board are asked to act on occasion as "ambassador" for the League by visiting neighboring towns and cities to explain our programs and policies, and to seek input from other local officials. VLCT provides reimbursement for travel expenses plus a small per diem for attendance at Board meetings.

If you or a qualified individual you know is interested in municipal issues of statewide significance and would like to be involved in VLCT's work on these issues as a member of the VLCT Board of Directors, please fill out and return the form on the reverse side.

Thank you for your consideration.

Sincerely,

Steve Jeffrey, Executive Director  
Vermont League of Cities and Towns

Please submit your application (on reverse side) by Thursday, August 15, 2013.

# VLCT BOARD OF DIRECTORS NOMINATION FORM

## APPLICANT

Name \_\_\_\_\_ Date \_\_\_\_\_

Mailing address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Municipality \_\_\_\_\_

Position \_\_\_\_\_ Years in Position \_\_\_\_\_

Other Municipal Involvement (include dates) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other Information (occupation, interests, etc.) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Why do you want to serve on the VLCT Board? What contribution do you feel you can make to VLCT?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## IF YOU ARE MAKING A RECOMMENDATION FOR THE BOARD OF DIRECTORS, PLEASE COMPLETE THE FOLLOWING:

Name \_\_\_\_\_ Date \_\_\_\_\_

Mailing address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Municipality \_\_\_\_\_ Position \_\_\_\_\_

What positions in local government has the nominee held, and for how long? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Why are you recommending this person for this VLCT Board? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

How do you know the person you are recommending? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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