

# VERMONT LEAGUE OF CITIES & TOWNS



89 Main Street, Suite 4  
Montpelier, VT 05602  
802-229-9111  
www.vlct.org

## SPRING SELECTBOARD INSTITUTE

Saturday, March 30, 2019  
8:30 a.m.-3:00 p.m.

Holiday Inn  
Rutland, Vermont

PRSR STD  
U.S. POSTAGE PAID  
MONTPELIER, VT  
PERMIT NO. 358



Selectboard  
Bristol Town  
PO Box 249  
Bristol VT 05443-0249

### REGISTRATION DEADLINE:

Friday  
March 22,  
2019

### REGISTER ONLINE:

www.vlct.org/  
training-events

## SPRING SELECTBOARD INSTITUTE

This training provides selectboard members, city councilors and village trustees with the skills they need to manage the affairs of their town by focusing on the fundamentals of municipal governance, legal requirements and current issues they will face. Held shortly after Town Meeting Day, the Selectboard Institute is an essential primer for newly elected members and a "tune up" for returning members.

Saturday, March 30, 2019 | Holiday Inn, Rutland, Vermont

### Cost:\*

\$60 PACIF Members  
\$90 VLCT Members

\*Add \$10 to the rates above after the registration deadline.

### Topics Covered:

- ▲ Selectboard Roles and Responsibilities
- ▲ Legal Requirements – Open Meeting Law, Public Records Act, and Conflicts of Interest
- ▲ Legislative Update
- ▲ Human Resources 101
- ▲ Municipal Road General Permit
- ▲ Local Law Enforcement

### VLCT Resources and Services:

- ▲ Municipal Assistance Center
- ▲ Risk Management Services – PACIF and VERB
- ▲ Invest EAP (employment assistance)

Questions?  
Email [info@vlct.org](mailto:info@vlct.org)