

**Town of Cambridge**  
**Community Engagement Team**

Report to the Select Board

November 2017

## Report to the Select Board

### Table of Contents

Introduction .....	3
Mission Statement and Members.....	4
Formal Recommendations to the Select Board.....	5-10
Formal Recommendations for Town Meeting Warning Items .....	11-13
General Recommendations	
Recommendations for Town Meeting Warning Items	
General Comments	
Recommendations for Changes to the Warning	
Deletions/Changes to the Existing Warning	
Additions to the Existing Warning	
Changes to the Order	
Items Discussed, Recommending No Change	
Formal Recommendations Town School District Meeting Warnings.....	14
Deletions/Changes to the Existing Warnings	
Additions	
Changes to the Order	
Items Discussed, Recommending No Change	
Survey Results.....	15-22
Draft Warning Items (Town Meeting).....	23-24
Draft Warning Items (School District Meeting).....	25-26
Warning Items Fiscal Year 2016.....	27-29

## Introduction

On Tuesday, March 6<sup>th</sup>, 2017 the town of Cambridge held its annual town meeting. During the course of this meeting several members of the community expressed concern with the process and did not feel their voices were being heard. In addition, other members of the community expressed concern that some attendees did not understand the processes of town meeting.

As a result of a recommendation vote at the meeting and several spirited discussions in the community, the selectboard decided to create a committee aimed at improving the quality of community engagement in Cambridge. As a result the Cambridge Community Engagement Team (CET) was created. We had specific issues we were tasked with exploring (see Mission Statement).

After reading *All Those in Favor*, the CET sought the advice of Susan Clark, the book's well-respected author. Clark, who has extensive experience working in and researching town government, attended a meeting to help the team better understand many of the issues surrounding town government. As a result of these conversations the CET decided to administer a community survey so that the town had the opportunity to express their views on town government (see selected results, pages 15-22). These results helped to shape a list of recommendations that will hopefully improve the quality of community engagement in the town of Cambridge.

Realistically, some of these recommendations may not be feasible for next year's meeting. The CET recommends that it dissolve as a formal committee following the submission of this report and instead operate independently as a volunteer, informal workgroup. When various tasks or projects are on the table, the work will be open to all or any who wish to help, including community members who may have a passion for town affairs. After each recommendation (excluding Town Meeting Warning Items), a timeline is presented, based on discussions held by the CET.

## **Mission Statement, approved: May 18, 2017**

The Cambridge Community Engagement Team (CET) is a committee created by the Selectboard, at the request of the community at Town Meeting Day 2017, to address community engagement issues raised at the meeting.

The CET will conduct research and issue recommendations including but not limited to the following questions:

- In general, what can the town do to reduce barriers to and facilitate more engagement by all citizens in substantive town affairs and town meetings? (see pages 5-10)
- Should town meeting be held on a different day of the week or different time of day or both? (see page 13)
- Should issues that are currently decided by a vote in town meeting (following an opportunity for discussion) instead be decided by Australian ballot? (see page 13, 14)
- Should the Selectboard be increased from three to five persons? (see page 12)
- Should the CET be established as a long-term committee and reconsider its mission following the issuance of the report? (see page 10)

The CET will issue a report to the Selectboard by October 31, 2017. It is understood that certain changes that may be recommended would require a vote at the 2018 town meeting.

### **Members**

**Tyler Machia, Chair**

**Meredith Vaughn, Clerk**

**Krista Huling**

**Karen Denniston**

**George Putnam**

**Mark Schilling**

**Mark Stebbins**

Thank you to all the community members who attended CET meetings and assisted in carrying out the CET's mission. The CET would also like to all of the community members who participated in the survey.

## Formal Recommendations by the CET

After each recommendation in this section a timeline is presented, based on discussions held by the CET.

### **Offer live and recorded coverage of Town Meeting:**

The CET recommends live coverage of the town meeting; those who are unable to attend will at least be able to view important discussions and feel up-to-date on town affairs.

There are a few options for this coverage, such as Green Mountain Access Television (GMATV), a station that has experience broadcasting local town meetings. Although Cambridge is currently not a member of GMATV, the Town has been invited to join. GMATV does not currently offer live streaming, but plans to do so in the future. The Cambridge Elementary School has been live streaming using YouTube, and we will continue to investigate using school resources with their Technology Coordinator Jeremy LeClair.

Vimeo, a video streaming and storage service, may be another option for stand-alone support of Town needs, but would require an initial investment of around \$6,000 for equipment, plus an annual expense of approximately \$1,500 for hosting fees and operator compensation. The most reasonable strategy is to work with GMATV and CES to achieve our goal as current resources allow.

Timeline: Town Meeting 2018

### **Create a warmer, more inviting climate at town meeting**

The addition of several microphones could improve the environment at the town meeting by providing ample opportunities for attendees to stand up and be heard. The CET recommends:

- One microphone in the center of the group on a microphone stand
- Two microphones for the side: one microphone on either side of the group. These will be mobile microphones, carried as needed throughout the room, along the sides, by boy scouts and girl scouts. In previous years, only the boy scouts have been involved. The CET thought it would be inclusive to involve the girls as well.
- Two microphones for the stage

Mark Schilling will make contact with Jeremy LeClair at the school to assure these microphones are arranged for the meeting. Also, the CET will make contact with the Boy Scouts and Girl Scouts in town to assure the microphones will be available to those who wish to speak.

The CET also recommends the addition of food items, such as coffee, donuts, vegetarian fare, and gluten free options. Offering a variety of food choices and showing consideration for dietary needs throughout the day may help to create a warmer environment at town meeting. The CET also recommends musical entertainment of some sort in the morning prior to the start of the meeting. As attendees are drinking coffee and enjoying breakfast items, they may enjoy some local talent as well.

Timeline: Town Meeting 2018, ongoing

### **Childcare at Town Meeting**

After conducting some research, specifically pertaining to Johnson's experience with childcare at town meeting, the CET would like to make the recommendation to offer childcare to children three and up for town meeting. The school is willing to allow use of the two preschool rooms for childcare purposes. There are five options the CET proposes.

#### **Option 1:**

If the selectboard is willing to spend \$300 the CET recommends payment of two adults (\$125 apiece) as well as \$50 for supplies to run a very modest offering of daycare for kids (potty trained) to age 8. The CET hopes the town could encourage kids 8+ to attend town meeting with their parents or guardians; activity sheets will be provided for them.

(<https://www.sec.state.vt.us/kids/Coloring%20Book.pdf>  
and [https://www.sec.state.vt.us/kids/pubs/TM\\_upper\\_elem\\_curric.pdf](https://www.sec.state.vt.us/kids/pubs/TM_upper_elem_curric.pdf))

The CET recommends asking for volunteers that have completed a babysitting course (if they are under 15); ask for volunteers from the National Honor Society or other high school organizations looking for community service credit. Parents would drop off in the morning and would be responsible for providing peanut-free snacks and lunch. This would be capped at 12 kids.

#### **Option 2:**

If the selectboard is willing to spend \$500 dollars the CET recommends payment for two adults (\$125 apiece) as well as \$50 for supplies. In this option, the CET recommends that 6 students to take the babysitting course (\$65 each); the town could pay for the course or reimburse the course fee. These 6 certified babysitters would work with the two adults. Again, parents would drop off in the morning and would be responsible for providing peanut free snacks and lunch. This would be capped at 30 kids.

#### **Option 3:**

If the selectboard is willing to spend \$550 dollars the CET recommends payment for two adults (\$125 apiece) as well as \$50 for supplies. In this option, the CET recommends that 6 students to take the babysitting course (\$65 each); the town could pay for the course or reimburse the course fee. These 6 certified babysitters would work with the two adults. Again, parents would drop off in the morning and would be responsible for providing lunch- SNACKS WOULD BE PROVIDED. This would be capped at 30 kids.

#### **Option 4: A la Carte**

How much is the select board willing to spend? Krista Huling will build a budget following an official selection from the selectboard.

\$125 per adult (6 kids per 1 adult)

\$65 per kid for a babysitting course <https://www.raceplanner.com/register/index/November-25?sid=b6c6a19585fa403da7b51f72f38fc348> (3 kids per certified sitter under adult supervision)

\$50 basic supplies

\$50 snacks

\$50 arts and craft supplies for a craft

#### **Proposed schedule for kids (for options 1-4)**

8:30- 9:00 Drop off (town meeting coloring activities)

9:00-9:45 Circle games and activities

9:45-10:00 Snack time

10:00-10:30 Outside time weather permitting, if not then indoor activity

10:30-11:00 Voting activities (majority, electoral college table groups, town meeting vs. Australian ballot)

11:00-11:30 Free play

11:30-12:00 Lunch

12:00-1:30 Quiet time for naps or watch a movie

1:30- 2:00 Arts and crafts activity

2:00-3:00 Group games

#### **Additional Option:**

Harley Johnson of Smuggler's Notch Resort is prepared to offer a discount off of the regular rate for daycare. The daily rate for all day ski or ride school is \$149 this winter. Season Pass and

Bash Badge holders receive 50% the rack rate which would make it \$74.50. Harley says she is happy to extend that rate to all Cambridge Residents for town meeting day. The all-day program includes instruction, lunch and afternoon entertainment. Drop off starts at 8:45 am for 3-6 year olds and 9:00 am for 7 and up. Pick up is 4:00 PM. This is the more expensive option, but perhaps the select board would be in favor of creating a scholarship fund for local kids to receive daycare; we could then solicit donations from individuals or businesses. Interested residents should contact Smuggler's Notch Resort for details.

### Conclusion:

Once the selectboard provides feedback to the CET regarding these options, members of the informal CET workgroup, along with members of the community, will carry out the recommendations with help from other community volunteers.

Timeline: Town Meeting 2018 (childcare three and up); Town Meeting 2019 (childcare for under three)

### **Education about Town Meeting**

While Robert's Rules might come easy to many residents of Cambridge, not everyone understands how they work or why they are necessary to the smooth operation of town meeting. The CET recommends that the explanation of Robert's Rules currently in the Town Report be improved. Specific recommendations for these improvements will be submitted by the CET to the selectboard by the middle of January 2018.

The CET also recommends adding the two-page document at this link to the Town Report. Attached is the two-pager about Robert's Rules and town meeting from the Vermont Institute for Government (VIG). Susan Clark is the main contact for the VIG. The document can be found online here (the first item on the list): <https://vtinstituteforgovt.weebly.com/resources.html>

The CET also recommends a Front Porch Forum series: "10 Things to Know about Town Meeting." Members of the CET will reach out to community leaders to post on Front Porch Forum a couple weeks before town meeting, such as Justice of the Peace, and selectboard members. The CET is hopeful the selectboard may have input for what the 10 items should be. Some ideas include:

- What one can do under particular articles
- An explanation of Reconsideration
- Basics of Robert's Rules

- Important faces/people at town meeting

Timeline: Town Meeting 2018

The CET recommends that more education around town meeting be provided or made available in town for children and adults. One example of this is Cambridge Connections. Rachel Rose was open to the idea of a town meeting educational series for her students. As with other classes through Cambridge Connection, the classes are dependent on teachers and the creation of content. It did not seem feasible to create this class for this year, as her schedule was already lined up through town meeting. The CET would like to recommend this idea remain on the table for later consideration.

Tyler Machia has agreed to follow up with this recommendation following the selectboard's considerations.

Timeline: Town Meeting 2019 and/or beyond

### **Create a comprehensive online Policy and Service Guide for Cambridge**

The CET recommends the creation of a comprehensive Policy and Service Guide for Cambridge. The inspiration for this guide derives from the Middlesex Operator's Manual that was revealed to the CET by Susan Clark, author of *All Those In Favor*. While Middlesex's manual is quite detailed—it includes in-depth explanations of town ordinances, guidelines, and attractions—the CET recommends, in the least, an online guide for Cambridge to include: information about town government, elected offices, and town committees/elected committees (the Town Office has a copy of this guide for reference.) The ultimate goal of the guide is to offer comfort to new and established residents in regards to understanding town government and navigating town affairs.

Like many things in life, fear and lack of understanding can hold us back. A guide such as this might provide the little bit of understanding needed to make a citizen feel as though they, too, can come to selectboard meetings, run for office, and have a say at town meeting! What seems like common sense to many of us may very well be the scary unknown for someone else.

Due to the nature of the project and the possible size of the document, the CET does not foresee this guide's completion before town meeting 2019 as the content's creation will rely entirely on volunteer effort. In addition, the CET recommends offering an online version of the guide to start, rather than a printed booklet, to reduce the overall cost and assure that all information is kept current.

Timeline: Town Meeting 2019

**Continuing the CET:**

The CET recommends that it dissolve as a formal committee following the submission of this report and instead operate independently as a volunteer, informal workgroup.

## Formal Recommendations: Warning Items

### Town Meeting

After reviewing warning items carefully from the town report FY2016, the CET has several recommendations regarding warnings: wording of warnings, organization of warnings, and omission of warnings.

### General Comments

1. The CET recommends that the start time for the town and town school district meeting be 9:00 AM. Previously it has been 10:00 AM. The CET feels that by doing so, it would allow attendees to return to work for a half-day, rather than feel the need to take the entire day off for town meeting. The CET voted unanimously for this recommendation. Starting the meeting earlier would allow the town to move through the beginning of the agenda earlier and get to the more substantive issues of town meeting. There is a noted drop in attendance at town meeting after lunch; therefore starting earlier would allow more people the opportunity to have a meaningful impact.
2. The CET recommends that the town meeting come first and the town school district meeting come second (see Draft Warning Items School District). In 2017, it was the other way around; prior to 2017, articles for the two meetings were co-mingled. The CET feels that by keeping the meetings separate, it is clearer for voters. Mark Stebbins, chair of the school board, feels that more people may stick around for the school district meeting if it directly follows the town meeting. The CET does feel that the meeting should start immediately following town meeting. In addition there did not seem to be any negative impact on the school meeting by moving it later in the day.

### Recommendations

#### **Deletions or changes to the existing warnings.**

*See pages 27-29 for Warning Items Fiscal Year 2016.*

*See pages 23-24 for Draft Warning Items Town Meeting*

3. That Article 13's (Warning Items Fiscal Year 2016) wording and order be written as presented in Article 4 (Draft Warning Items Town Meeting). Decisions were made based on language presented in the Vermont Statutes. This question deals with

rewording the article to elect town officers. The article lists the length of term for each elected position. In addition, the CET recommends that the position of Agent to Convey Real Estate be moved from an elected to an appointed position. The question was passed unanimously.

4. The CET recommends removing Article 14 (Fiscal Year 2016 Town Report) that deals with the budget surplus. There was discussion as to whether keeping this as its own warning item would help foster positive discussion. However, the CET ultimately decided that the best course of action was to let these types of conversations happen during the larger discussion of the budget.
5. The CET recommends that whenever possible in the future, articles be framed as questions with “yes/no” and be framed in the affirmative. The CET felt this would make the warnings clearer to voters; when voters are asked to approve something framed in the negative, it can be confusing.
6. The CET recommends that articles 10, 11, and 18 (Warning Items Fiscal Year 2016) be removed altogether. Article 10 is not necessary; article 11 deals with providing collection of taxes by Town Treasurer and is only needed once; article 18 deals with expending addition funds to take advantage of highway grants. The CET is unsure why this is needed.
7. The CET recommends that article 19 (Warning Items Fiscal Year 2016) be split into two warnings, as seen in articles 7 and 11 (Draft Warning Items Town Meeting), allowing for separate articles for budget expenditures and collection of taxes.

### **Additions to existing warnings**

*See Draft Warning Items Town Meeting on pages 23-24 of this report*

8. The CET recommends adding Articles 5 and 6 (Draft Warning Items Town Meeting) to the warnings for Town Meeting 2018; these articles would deal with extending the selectboard from three to five members.
  - a. The CET feels that including this article may drive people to town meeting for a debate, as there is plenty of room for discussion. Open seats on the selectboard may increase civic engagement, as people would be inspired to run and become more involved in town government. The fear is that by increasing the size of the selectboard there may end up being open seats on the board. The CET recognizes that increasing the size of the selectboard does not mean people will necessarily run for those seats or be entirely qualified to fill them.

9. Article 8 in Draft Warning Items Town Meeting is an additional article dealing with the new position of a town administrator. The selectboard *could* vote on this (outside of town meeting) as long as the salary of this new position was included in the budget salaries. However, the CET felt that by including this article in the town warnings as a separate item, it leaves the item open for discussion and may invite warmer feelings toward the position. The town administrator may open lines of communication between committees, creating a sense of transparency and openness that might otherwise be created by a larger selectboard. There was a vigorous discussion over this recommendation. Including this item shows the community their concerns are taken seriously. In the end the CET voted 4 to 2 to recommend that the selectboard include this item on the warning. The CET voted 5 to 1 to recommend that the select board create a separate warning for the position of town administrator.

### **Changes to the order of warnings**

10. The CET recommends the order of Articles 7-10 as presented in Draft Warning Items. These articles deal with the budget; first, the overall budget as presented in the town report, followed by three additional possible expenditures.
11. The CET recommends the inclusion of Article 11 as presented (Draft Warning Items Town Meeting). The article written in this fashion makes the town's practices explicit to voters.

### **Items discussed by the CET; recommending no change**

12. The CET discussed changing the day of town meeting. The CET felt that although changing the day of the town meeting may allow for different people to attend town meeting, it would not increase the participation overall. Susan Clark, author of *All Those in Favor*, has not seen an increase in participation as results of changing the day of town meeting.
13. The CET discussed, but does not recommend Australian balloting for any articles that don't currently use Australian ballot.

## **Formal Recommendations: Warning Items**

### **School District Meeting**

#### **Deletions or changes to warning items**

14. The CET recommends that Article 7 (Warning Items Fiscal Year 2016) be omitted altogether. The authority to do so already exists for municipal corporations, such as a town school district; the warning is not necessary. 24 V.S.A. § 1786 says this authority exists for “municipal corporations.” 24 V.S.A. § 1751 says that “municipal corporation” includes a town school district.

#### **Additions to warnings for school district meeting**

No recommendations.

#### **Changes to the order of the warnings**

15. The CET recommends that Australian ballot articles be placed at the end. Previously they were placed at the beginning.

#### **Items discussed by the CET; recommending no change**

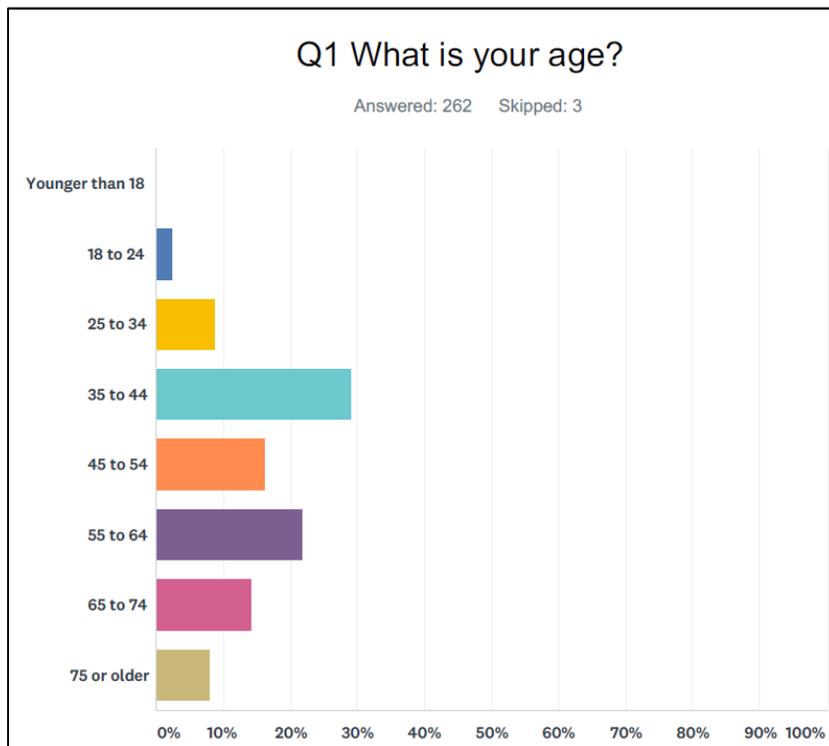
16. Currently the school budget is voted by Australian ballot. The CET discussed including a warning item to consider returning to a floor vote. The CET does not recommend doing this at this time.

*Draft Warning Items (School District Meeting) can be found on pages 25-26.*

## Survey Results and Discussion

All members of the CET contributed to creating the survey for residents of Cambridge, and the link to complete the survey was dispersed via Front Porch Forum, Facebook, word-of-mouth, and in person (special thanks to Kevin Whitcavich for his help in surveying residents of Mann’s Meadow). The survey remained open from June 8, 2017 through July 22, 2017. During that time, 265 respondents took the survey.

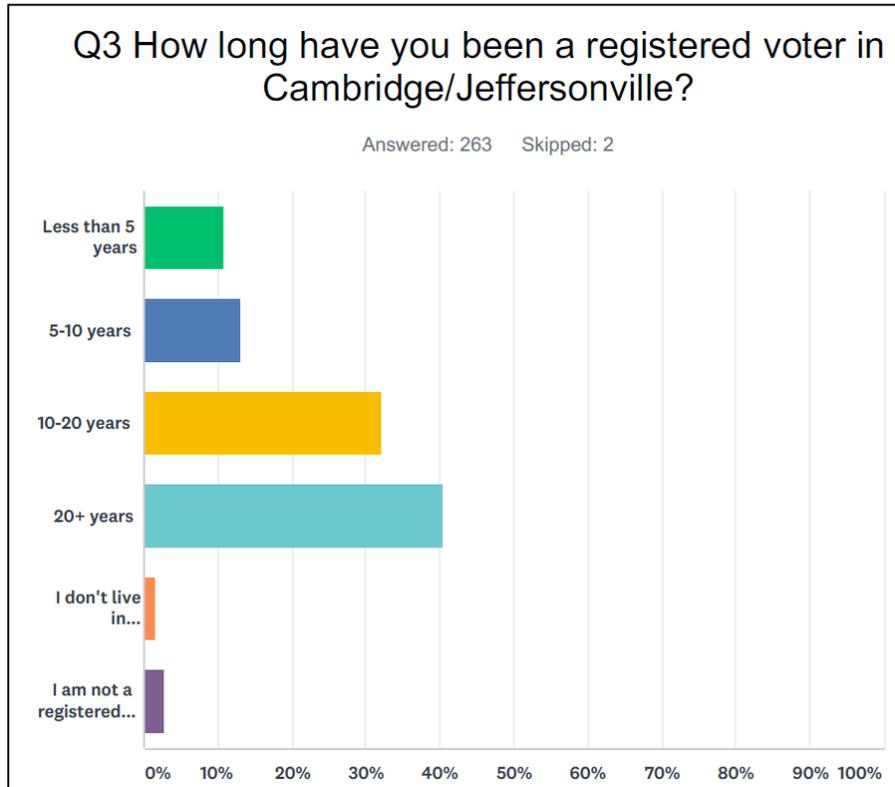
Below are some visuals of the survey results as well as discussion of several details the CET took particular interest in addressing.



**Figure 1**

The majority of respondents who took the survey were between the ages of 35-44, closely followed by 55-64. The CET was surprised by the low participation of younger groups. After reviewing the results of this question, the CET had several discussions about how to involve younger people in the process of town meeting. The CET believes that if a

teenager is interested in town meeting and the town meeting process prior to their voting age, the likelihood of their involvement in adulthood is higher.



**Figure 2**

Over 40%, (106 of the 263 respondents) who answered this question have lived in Cambridge/ Jeffersonville for 20 years or more. It might seem as though living in Cambridge for over twenty years would generate an understanding of town government, town affairs, and a feeling of involvement in town matters. However, when posed the question, “I know how to access my town government,” only 25% of the same 106 respondents “strongly agree” with this statement; and 31% do not agree with the statement. When breaking out the 62 respondents who have lived in Cambridge for less than 10 years, only 3% feel they know how to access their town government!

The CET’s recommendation for the Cambridge Policy and Service Guide (see “Formal Recommendations”) would address this to some degree, as it would provide information about the general structures of town government and how to access town government.

## What barriers prevent you from attending town meeting?

	1	2	3	4	5	6	TOTAL	SCORE
I don't attend because the day of the week doesn't for me	20.00% 21	12.38% 13	4.76% 5	6.67% 7	14.29% 15	41.90% 44	105	2.91
I don't feel as though the issues at town meeting pertain to me	20.88% 19	25.27% 23	19.78% 18	14.29% 13	14.29% 13	5.49% 5	91	4.08
I don't understand the issues that are discusses at town meeting/I don't feel connected to them	2.22% 2	25.56% 23	34.44% 31	21.11% 19	12.22% 11	4.44% 4	90	3.71
There is no childcare	49.51% 51	6.80% 7	5.83% 6	6.80% 7	11.65% 12	19.42% 20	103	4.17
I don't understand how town meetings work or what my role would be at the meeting	18.81% 19	16.83% 17	22.77% 23	20.79% 21	14.85% 15	5.94% 6	101	3.86
If I had more information about the issues, such as an informational meetings or written explanations, I would be more likely to attend.	18.05% 24	10.53% 14	13.53% 18	17.29% 23	18.80% 25	21.80% 29	133	3.26

**Figure 3**

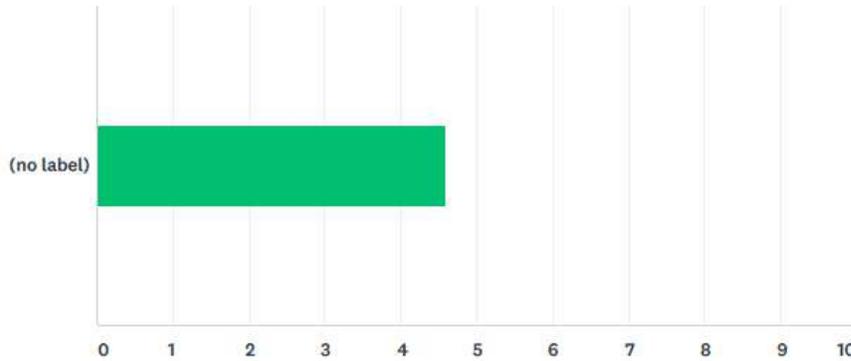
An important part of the CET's mission was to address particular barriers that prevent people from attending town meeting. Figure 3 depicts responses of ranking barriers from least important to most important. The good news is...very few (only 5.4%) feel as though town meeting does not pertain to them. The results are clear: the largest barriers

for people attending town meeting are 1) day of the week 2) lack of information regarding town meeting issues 3) childcare.

While the CET wished to address all of the concerns expressed in the survey, such as scheduling town meeting on a different day of the week, in the end the CET felt the original Tuesday town meeting was most reasonable. As Susan Clark shared with the CET during her visit, evidence shows that changing the day of the week for town meeting does not improve attendance. Different attendees may come, but not necessarily more. This may be in part to the many alternative work schedules of residents in Cambridge. Employers in Vermont must permit their workers to attend town meeting. The CET understands this is a challenge for many, as the time off for town meeting is often not paid. Traditionally, town meeting has been always been held on a Tuesday. By keeping it on Tuesday, Cambridge will continue with longstanding tradition.

### Q8 I know how to access my town government.

Answered: 263 Skipped: 2



	STRONGLY DISAGREE	REALLY DISAGREE	DISAGREE	MAYBE DISAGREE OR MAYBE AGREE	AGREE	REALLY AGREE	STRONGLY AGREE	TOTAL	WEIGHTED AVERAGE
(no label)	3.80%	4.56%	14.83%	18.25%	36.88%	7.60%	14.07%	263	4.59
	10	12	39	48	97	20	37		

Figure 4

The percentage of those who answered, “strongly disagree,” “really disagree,” or “disagree” for this question equaled 23.19%, a total of 61 respondents. Of those 61 respondents, 57.37% are below the age of 44. Only 12.07% of those 61 respondents gather their information from bulletin boards around town; this is, however, often where meeting notices are posted. The town website ranking was even lower, with less than

3.5% accessing it for information. Front Porch Forum is a favorite, with 67.24% using it for information about town issues!

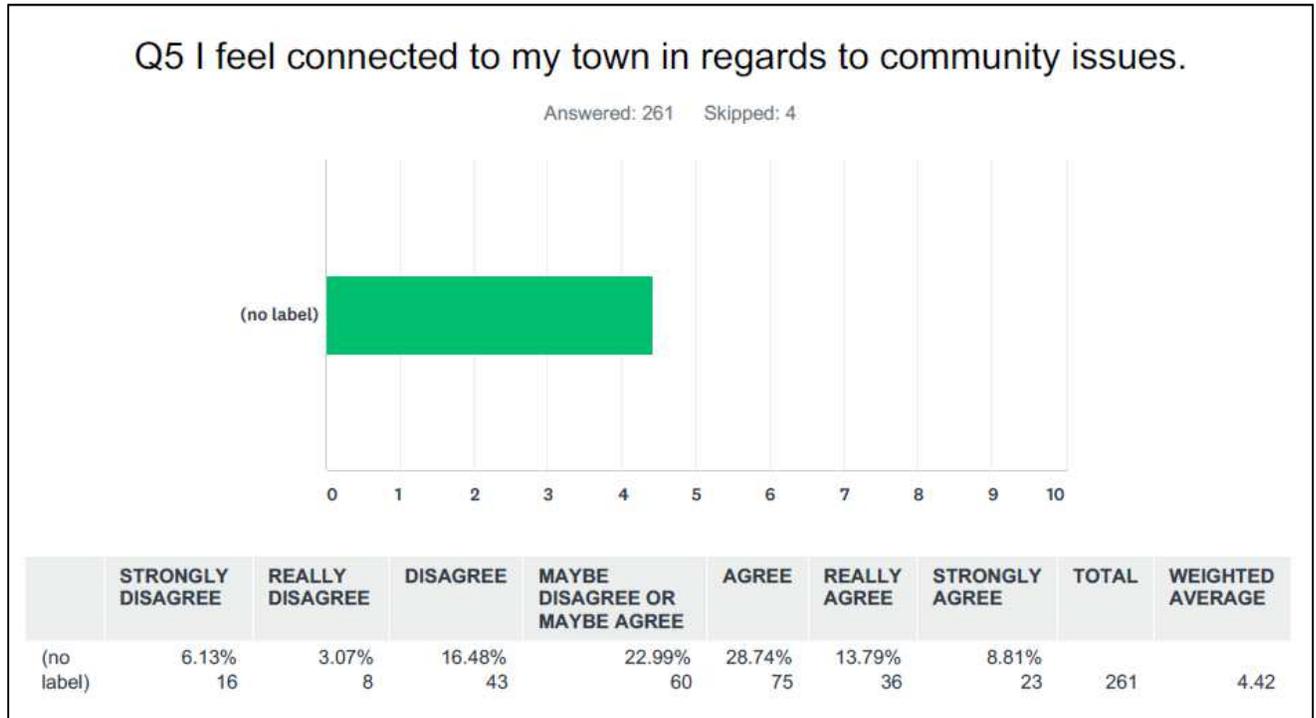
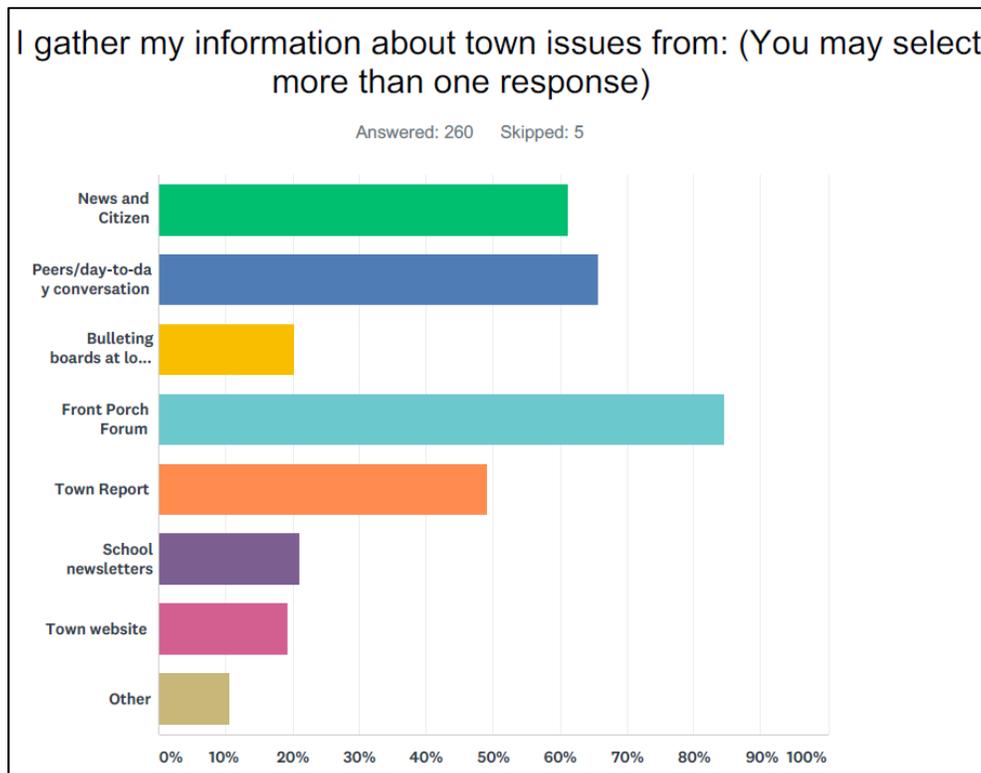


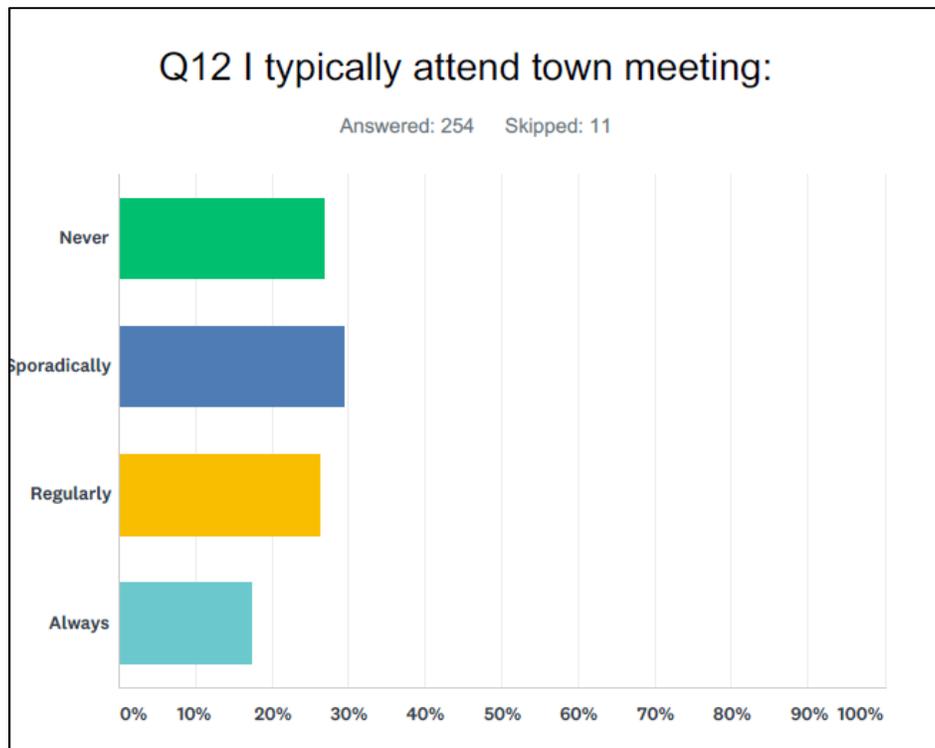
Figure 5

Of the 23 respondents (out of 261) who “strongly agree” with this statement, 69.57% were 55 years of age or older and 65.22% of those 23 respondents have lived in Jeffersonville for twenty years or more. The CET feels one way to combat these feelings to is to provide education about town government, town affairs and town meeting. This idea is discussed in recommendations (Policy and Service Guide).



**Figure 6**

Front Porch Forum is a clear favorite in town! The CET has recommendations to use this forum in the weeks leading up to town meeting with the purpose of educating residents about town meeting protocol. Bulletin Boards, where information about various town meetings is posted, is accessed by 20% of the respondents. With the proposed revamping of the town website, the CET is hopeful that it may feel more accessible to residents of Cambridge.



**Figure 7**

Of the 254 people that answered this question, 43 of them say they “always” attend town meeting. Of those 43 respondents:

ANSWER CHOICES	RESPONSES
Younger than 18	0.00% 0
18 to 24	0.00% 0
25 to 34	2.33% 1
35 to 44	13.95% 6
45 to 54	16.28% 7
55 to 64	30.23% 13
65 to 74	16.28% 7
75 or older	20.93% 9
<b>TOTAL</b>	<b>43</b>

**Figure 8**

Only 16.28% of those who “always” attend town meeting are below the age of 35. The CET found this of interest and it led to discussion about how to engage younger populations in town meeting and town affairs.

Furthermore, of those 43 respondents, 59% have lived in Cambridge for twenty or more years; 40% “strongly agree” they understand the issues discussed at town meeting, compared to the overall percentage of 13%.

This particular statistic was meaningful to the CET, as it demonstrates that knowledge and a feeling of connection to Cambridge seems to be correlated to length of time living in town and the age of residents. Several of the CET’s recommendations address this statistic directly, such as creating a Policy and Service Manual and increasing education around town meeting.

**Comments from the survey:**

“Meetings are poorly advertised to the public. Unless you already attend or know someone who does, they are near impossible to find information on.”

“I make the time if it is important.”

“No time and too tired- I work a full time and a part time job in addition to raising two young kids. I also volunteer on a local board. Between work, driving kids around for activities and sports, cooking dinner and cleaning my house, there literally is no time left to attend a town meeting.”

“The town seems clicky, not open to new people.”

“I don't know if my views will be given serious consideration.”

“No barriers for me. I either attend the various meetings or choose to not go, because I trust those that we've voted into power.”

# Draft Warning Items

**ANNUAL MEETING  
of the  
TOWN OF CAMBRIDGE, VERMONT  
March 7, 2017**

The legal voters of the Town of Cambridge are hereby warned and notified to meet in

**Town Meeting**

at the Cambridge Memorial Gymnasium in Jeffersonville within said Town on Tuesday, March 7, 2017 at 9:00 AM to act on the following articles.

The voters are further notified that voter qualifications, registration and absentee balloting shall be as provided in Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated.

- Article 1 To elect a Moderator of the Town Meeting for the year ensuing.
- Article 2 Shall the Town accept the reports of the Auditors and other Town Officers?
- Article 3 Shall the Town pay its Town Officers for the year ensuing, and if so, how much?
- Article 4 To elect all Town Officers required by law for the year ensuing:
1. Select Board Member for 3 years (by ballot)
  2. Lister for 3 years (by ballot)
  3. Auditor for 3 years (by ballot)
  4. First Constable for 1 year
  5. Collector of Delinquent Taxes for 1 year
  6. Grand Juror for 1 year
  7. Town Agent for 1 year
  8. Trustee of Public Funds for 1 year
  9. Cemetery Commissioner for 3 years
  10. Cemetery Commissioner for 2 years  
(subsequently to be a 3-year position)

11. Cemetery Commissioner for 1 year  
(subsequently to be a 3-year position)
12. Library Trustee for 5 years

Article 5 Shall the Town vote to increase the size the Select Board from three members to five members?

Article 6 If Article 5 is approved, to elect two additional members to the Select Board:

1. Select Board Member for 2 years (by ballot)
2. Select Board Member for 1 year (by ballot)  
(subsequently to be a 2-year position)

Article 7 Shall the Town authorize total general and highway fund expenditures of \$X,XXX,XXX.XX, of which \$ X,XXX,XXX.XX shall be raised by taxes and \$XXX,XXX by non-tax revenues?

Article 8 Shall the Town appropriate an additional amount not to exceed \$XX,XXX as total annual compensation, including benefits, for the new position of Town Administrator?

Article 9 Shall the Town appropriate an additional amount not to exceed \$XX,XXX for the installation of sidewalks on School Street and Carlton Avenue leading to the existing sidewalks at Cambridge Elementary School?

Article 10 Shall the Town appropriate an additional amount not to exceed \$XX,XXX for support of the Green Mountain Transit bus service to Burlington for the period from July 1, 2017 to June 30, 2018?

Article 11 Shall the Town vote to collect its taxes for the calendar year 2017 in one installment due by delivery or U.S. Postal Service postmark on or before November 15, 2017?

Article 12 Shall the Town authorize the Select Board to enter into lease agreements for solar installations on Town land?

Article 13 Discussion of other nonbinding business.

# Draft Warning Items

**ANNUAL MEETING  
of the  
TOWN SCHOOL DISTRICT OF CAMBRIDGE, VERMONT  
March 7, 2017**

The legal voters of the Town of Cambridge are hereby warned and notified to meet in

**Town School District Meeting**

at the Cambridge Memorial Gymnasium in Jeffersonville within said Town on Tuesday, March 7, 2017 to act on the following articles. The Town School District Meeting will commence immediately following the conclusion of the annual Town Meeting, which begins at 9:00 AM.

The voters are further notified that the polls for the Australian ballot question (Article 8) will open at 7:00 AM on Tuesday, March 7, 2017 at the Cambridge Memorial Gymnasium and will remain open until 7:00 PM.

The voters are further notified that an informational meeting about the Australian ballot question (Article 8) will be held at the Cambridge Memorial Gymnasium at 6:00 PM on Wednesday, March 1, 2017.

The voters are further notified that voter qualifications, registration and absentee balloting shall be as provided in Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated.

Article 1 To elect a Moderator of the Town School District Meeting for the year ensuing.

Article 2 Shall the Town School District accept the reports of the School Board Directors?

Article 3 Shall the Town School District pay its School Board Directors for the year ensuing, and if so, how much?

Article 4 To elect by ballot the following School Board Directors for the Cambridge Elementary School:

1. School Board Director for 3 years  
2. School Board Director for 2 years

Article 5 To elect by ballot the following School Board Director for the Lamoille Union Supervisory District:

1. School Board Director until December 31, 2017

Article 6 Shall the Town School District authorize the Board of School Directors for the Cambridge Elementary School to hold the audited fund balance as of June 30, 2016, in the amount of \$XXX,XXX, in the already established CAPITAL RESERVE FUND to be expended under the control and direction of the Board of School Directors for the purpose of capital needs in the operation of the school?

Article 7 Discussion of other nonbinding business.

#### AUSTRALIAN BALLOT ARTICLE

Article 8 Shall the Town School District approve the proposed budget for the 12 months ending June 30, 2017 in the amount of \$X,XXX,XXX? It is estimated that this proposed budget, if approved, will result in education spending of \$XX,XXX per equalized pupil. This projected spending per equalized pupil is X% higher than spending for the current year.

# Warnings

TOWN SCHOOL DISTRICT OF CAMBRIDGE,  
VERMONT March 7, 2017

The inhabitants of the Town of Cambridge, who are legal voters in the Town School District meeting of said Cambridge, respectively, are hereby notified and warned to Town School District Meeting at the Cambridge Memorial Gymnasium in Jeffersonville within said Town on Tuesday, March 7, 2017 at seven o'clock in the forenoon, Eastern Standard Time, to vote by Australian ballot on the following article:

Article I: Shall the voters of the Cambridge Elementary School District approve the school board to expend \$5,581,756, which is the amount the school board has determined to be necessary for the ensuing fiscal year? It is estimated that this proposed budget, if approved, will result in education spending of \$14,721 per equalized pupil. This projected spending per equalized pupil is 7.08% higher than spending for the current year.

The legal voters of Cambridge Town are further notified that voter qualification, registration and absentee voting relative to said annual meeting shall be provided in Chapters 43, 51 and 55 of Title 17, Vermont Statutes Annotated.

The legal voters of the Town of Cambridge are further notified that an informational meeting will be held at the Cambridge Elementary School in Jeffersonville on Wednesday, March 1, 2017 at 6:00 o'clock in the evening (p.m.) and for the purpose of explaining the proposed 2017-2018 school budget.

Notice is hereby given that the ballot box for such budget vote of the Town School District shall open at seven (7) o'clock in the forenoon on Tuesday, March 7, 2017 and will close at seven (7) o'clock in the evening.

---

ANNUAL MEETING OF THE TOWN OF CAMBRIDGE,  
VERMONT And The  
ANNUAL TOWN SCHOOL DISTRICT  
MEETING Of The  
TOWN SCHOOL DISTRICT OF CAMBRIDGE,  
VERMONT MARCH 7, 2017

The inhabitants of the Town of Cambridge, who are legal voters in The Town Meeting and in the Town School District Meeting of said Cambridge, respectively, are hereby notified and warned to meet in Town Meeting and in Town School District Meeting at the Cambridge Memorial Gymnasium within the Town on Tuesday, March 7, 2017, at ten o'clock in the forenoon, Eastern Standard Time, to act on the following articles of business:

- Article 2 To elect a Moderator of the Town School District Meeting.
- Article 3 To act in Town School District Meeting on the reports of the School Directors.
- Article 4 Will the Town School District, in Town School District Meeting, vote to pay its officers for the year ensuing, and if so, how much?
- Article 5 In Town School District meeting, to elect by ballot the following Directors and terms:
1. Cambridge School District School Director for two (2) years;
  2. Cambridge School District School Director for three (3) years; and
  3. Lamoille Union District School Director up to December 31, 2017.
- Article 6 Shall the School District authorize the Board of School Directors to hold the audited fund balance as of June 30, 2016, in the amount of \$169,173, in the already established CAPITAL RESERVE FUND to be expended under the control and direction of the Board of School Directors for the purpose of capital needs expenses in the operation of the school?
- Article 7 Shall the voters of the Cambridge Town School District authorize the School Directors to borrow money to pay for current expenses and debts of said District in anticipation of the collection of taxes?
- Article 8 To elect a Moderator of the Town Meeting.
- Article 9 To act upon the reports of the Auditors and other Town Officers.
- Article 10 Will the Town authorize the Auditors to have a printed Town Report?
- Article 11 Will the Town vote to adopt the provision of Title 32, Vermont Statutes Annotated, Chapter 133, providing for the collection of taxes by the Town Treasurer?
- Article 12 Will the Town vote to pay its officers for the year ensuing, and if so, how much?
- Article 13 To elect all Town officers required by law for the year ensuing:
1. Select Board Member for 3 years (by ballot)
  2. Lister for 3 years (by ballot)
  3. Auditor for 3 years (by ballot)
  4. First Constable
  5. Collector of Delinquent Taxes
  6. Grand Juror
  7. Library Trustee for 5 years
  8. Trustee for Public Money
  9. Agent to Convey Real Estate
  10. Agent to Prosecute and Defend Suits
  11. Cemetery Commissioner

- Article 14 Will the Town in Town Meeting vote to expend the \$157,569.17 general fund balance remaining December 31, 2016, in the following manner: \$5,000.00 to be applied to a Rescue Squad Equipment Capital Fund and \$152,569.17 to be applied to the 2017 Budget to lower the 2017 Tax Rate?
- Article 15 Will the Town in Town Meeting vote to approve \$75,000 for installation of sidewalks on School Street and Carlton Avenue leading to the existing sidewalks at Cambridge Elementary School?
- Article 16 Will the Town in Town Meeting vote to continue support of the Green Mountain Transit bus service to Burlington in Fiscal Year 2017 and beyond at an estimated annual cost of \$14,000?
- Article 17 Will the Town authorize the Select Board to acquire by gift or purchase, land for a municipal forest, to produce wood products, maintain wildlife habitat, protect water supplies, and provide forest recreation, for conservative education and other purposes, and to enter into lease agreements for solar installations on Town land?
- Article 18 Will the Town vote to expend from its funds a sum in addition to the amount required by law, to take advantage of benefits of the State Aid laws and Regulations of the Department of Highways relating to the maintenance fund and any and all other similar acts which may be available during the year by the State?
- Article 19 Will the Town vote to raise money on its Grand List for the year 2017 to pay debts and current expenses of the Town, and if so, determine the amount thereof in dollars, the time and manner in which the same shall be payable?
- Article 20 To do any other business that may legally come before said Town Meeting and said Town School district Meeting.