

FORM MP-1

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MUNICIPAL POLICIES AND CODES

Consistent with the provisions of the Vermont Community Development Program, and federal law, the Town of Killington, Vermont as adopted the following policies and codes:

Equal Employment Opportunity Policy:

The policy set forth herein applies to all municipal employees, both present and future, whose positions are funded through the Vermont Community Development Program.

Policy: This municipality will take such affirmative actions as necessary to ensure that any past or present employment practices, policies, or other barriers to equal treatment in employment opportunities in its Vermont Community Development Program are removed, and that no person will be discriminated against in employment opportunities created by programs funded through the Vermont Community Development Program on the basis of race, color, national origin, sex, age, handicap, familial status (presence of children under 18 in a family) or religion.

Fair Housing Policy:

The policy set forth herein applies to all housing programs, both present and future, funded through the Vermont Community Development Program.

Policy: This municipality:

- 1) will not directly, or through contractual or other arrangements, discriminate against anyone on the basis of race, color, national origin, sex, handicap, familial status, or religion in the provision of housing and housing-related services funded in whole or in part by the Vermont Community Development Program;
- 2) will not select sites or locations of housing and housing-related facilities which have an exclusionary or discriminatory effect;
- 3) will take all necessary and appropriate actions to prevent discrimination in housing and housing-related activities.

Policy: When, and if, adopting a municipal plan under 24 VSA Chapter 117, the municipality shall consider the housing needs of the existing and projected population and shall classify suitable land areas for appropriate housing to meet the needs of existing and projected population. Any land use controls adopted to implement the plan under this chapter shall not have the intent or effect of excluding any type of housing for any group of people.

Use of Excessive Force Policy:

The policy set forth herein must be adopted by all municipalities using VCDP funds. Adoption certifies accordance with the provisions of the Armstrong/Walker Excessive Force Amendment (P.L. 101-144).

Policy: This municipality does hereby adopt a policy prohibiting the use of excessive force by its law enforcement agencies against any individuals engaged in nonviolent civil rights demonstrations.

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Policy on the Use of VCDP Funds for Federal Lobbying:

The policy set forth herein must be adopted by all municipalities using VCDP funds. Adoption of this policy certifies that no VCDP funds will be used for the lobbying of federal officials.

Policy: This municipality will not allow the use of VCDP funds to pay any person for the influencing or attempting to influence an officer of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any federal contract, grant, loan or cooperative agreement.

Code of Ethics for Administration of Vermont Community Development Program

The following code of ethical conduct for public officials, employees, and/or affeded contractors covers all aspects of the Vermont Community Development Program, whether or not specifically cited.

- Code:**
- 1) Goods and services shall be procured in a manner which maximizes free and open competition.
 - 2) Officers and employees shall not participate in any decision concerning matters in which they have a financial interest.
 - 3) Conflicts, and the appearance of conflicts, of interest shall be avoided in order to assure public confidence in the operations of governments.
 - 4) Every effort will be made to actively recruit woman-owned or minority-owned businesses and to provide opportunities for local residents and businesses, consistent with Section 3 of the Housing and Urban Development Act of 1968.
 - 5) All procurement actions shall be conducted in public and all records related thereto will be open to public review.

The Drug-Free Workplace Act of 1988 requires Grantees to certify and assure the Department that they will establish:

- 1) A formal written policy that informs employees that the manufacture, distribution, possession and use of illegal drugs in the workplace are prohibited, and
 - 2) An ongoing drug-free awareness program
- The requirements of this Act only apply to employees of the municipality working on the grant, and does not apply to employees of the administrator or any subgrantee.

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Subrecipient Oversight Monitoring Policy:

The policy set forth herein must be adopted by all municipalities using VCDP funds. Adoption of this policy certifies the Grantee shall be responsible for oversight monitoring of grant funds that are dispersed to a sub-recipient, to ensure the funds are properly managed.

To ensure such funds are managed according to the agreements and requirements of the granting agency, **the Municipality will designate a municipal individual responsible for subrecipient monitoring.** At a minimum this will include:

- 1) Closely monitoring and reviewing the requisition of funds to the funding agency on a regular basis;
- 2) Closely monitoring the progress of the funded project through the review of required progress reports; and
- 3) Obtaining and reviewing the independent audit if required for the sub-recipient (expenditure of \$500,000 or greater in one fiscal year); or the municipality may determine that its own single audit may be expanded to include the scope of federal funds expended at the subrecipient level; or the subrecipient may be eligible to have a program specific audit.

We encourage the Municipality to add any additional oversight activities that the municipality deems necessary in maintaining its subrecipient monitoring responsibilities.

Adoption

Adopted by the Legislative Body on the 9th day of March, 2009.

LEGISLATIVE BODY

(Typed Name)

James E. Blackman

Michael E. Miller

J. Christopher Bianchi

(Signature)



For Agency Use:

Processed By: _____

Date: _____

Residential Anti-displacement and Relocation Plan

The Town of Killington, hereinafter municipality, does hereby adopt this Residential Anti-displacement and Relocation Plan required by the provisions of the Housing and Community Development Act of 1974, as amended [42 USC 5301 et sec.] and the provisions of the 24 CFR Part 42, and as a condition of receiving funding under the Vermont Community Development Program, hereinafter VCDP.

Definitions:

A low/moderate-income dwelling unit is a unit with a market rent, including utility costs, at or below the applicable Fair Market Rent for existing Section-8" housing.
The size of a unit is determined by the number of bedrooms contained therein.

First: Consistent with the goals and objectives of the activities assisted under the VCDP, the municipality will take steps to minimize the displacement of persons from their homes.

Second: The Municipality will provide relocation assistance to all low/moderate-income households displaced by activities assisted with funds under the VCDP.

Third: To the extent required under the provisions of 24 CFT Sec. 42.375, the Municipality will replace on a one-for-one basis all occupiable and vacant low/moderate-income dwelling units demolished or converted to a use other than low/moderate-income housing units as a direct result of activities assisted with funds under the VCDP.

Fourth: Before obligating or expending VCDP funds that will result in such demolition or conversion, the municipality will make public and certify, in writing, to the State of Vermont, Agency of Commerce and Community Development, the following:

1. A description of the proposed assisted activity;
2. The location on a map and the number of dwelling units by size that will be demolished or converted to use other than as low/moderate-income dwelling units;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The location on a map and the number of dwelling units by size that will be provided as replacement dwelling units;
5. The source of funding and a time schedule for the provision of replacement dwelling units;
6. The basis for concluding that each replacement dwelling unit will remain a low/moderate-income dwelling unit for at least 10 years from the date of initial occupancy; and
7. Information demonstrating that any proposed replacement of dwelling units with smaller dwelling units is consistent with the housing needs of low/moderate-income households in the municipality.

Adopted by resolution this 9th day of March, 2009.

LEGISLATIVE BODY



James E. Blackman



Michael E. Miller



J. Christopher Bianchi

KILLINGTON SELECTBOARD