

**CHARLOTTE SELECTBOARD  
MINUTES OF MEETING  
TOWN HALL  
JULY 24, 2014**

**APPROVED**

**SELECTBOARD MEMBERS participating:** Lane Morrison, Chair; Charles Russell, Fritz Tegatz, Ellie Russell, and Mathew Krasnow

**STAFF:** Britney Tenney and Dean Bloch.

**OTHERS:** Mary Mead, Vince Crockenberg, and Margaret Woodruff.

**ITEMS TAKEN UP:**

- Discussion of the wage classification process and when to receive feedback from employees.
- Discussion of hiring a consultant to continue the wage classification project.
- Dialog between library representatives (Vince Crockenberg & Margaret Woodruff) and the Selectboard concerning the library's status in the wage classification project.
- Motion to enter into executive session to discuss contract personnel issues regarding Charlotte Fire and Rescue.

**CALL TO ORDER**

Lane Morrison, Chair, called the meeting to order at 9:05 AM.

Discussion regarding the method used by the Selectboard to determine job ratings.

Lane Morrison articulates that the method used by the Selectboard to determine job ratings had been validated by numerous professional resources. Lane continues by stating that he believes that the Selectboard should consider hiring a professional consultant to continue the wage classification project, as the process has become emotional, and the next step of integrating the market survey information will be complex.

Fritz Tegatz suggests that the consultants review the previously approved job descriptions, as the job descriptions provide the foundation for the wage classification and rating project.

All Selectboard members are in agreement that it would be best to turn the wage classification work over to a consultant to critique the current process and take the lead going forward.

Lane Morrison recommends that the Selectboard set up an informational meeting with Frank Sadowski, of Gallagher Flynn & Company and the VLCT consultant.

Charles Russell recommends that if possible, a third consultant be brought to the table as an option.

Lane Morrison reiterates that the goal of the wage classification project is to put into place a pay system that is fair and competitive in the market and that can be used as a long term guide for the Town.

Margaret Woodruff discusses the updated job descriptions and specific qualifications for Library positions.

Margaret Woodruff and Vince Crokenberg ask the Selectboard how the Library is classified in the placement of the Town. Margaret points out that whether the Library is classified as a major program or major department of the Town affects the wage classification process.

Margaret states that the Library was the first of the Town department to be assessed for wage classification, and she felt that after reviewing the draft wage scale, that changes had to be made to employee ratings.

Lane Morrison proposes that the Library Board become more involved in the process and work with the consultant to review and continue the wage classification project.

**MOTION by Charles Russell, seconded by Matthew Krasnow, to enter into executive session to discuss contract personnel issues regarding Charlotte Fire and Rescue.**

**VOTE: 5 ayes; motion carried.**

The Selectboard entered into executive session at 10:45 AM.

The Selectboard came out of executive session at 11:10 AM. No action was taken.

**MOTION by Charles Russell, seconded by Fritz, to adjourn.**

**VOTE: 5 ayes; motion carried.**

Minutes respectfully submitted: Britney Tenney