

**CHARLOTTE SELECTBOARD
MINUTES OF MEETING
TOWN HALL
MARCH 23, 2016**

APPROVED

SELECTBOARD MEMBERS: Lane Morrison, Chair; Matthew Krasnow, Vice Chair (arrived at 3:15 p.m.); Carrie Spear, Fritz Tegatz, Jacob Spell (participated by phone at 4:30 p.m.).

PLANNING COMMISSION MEMBERS: Peter Joslin, Marty Illick, Gerald Bouchard

ADMINISTRATION: Dean Bloch, Town Administrator.

OTHERS: Daryl Benoit, Peter Trono, John Snow, Vince Crockenberg, Jenny Cole, Lynne Jaunich, Susan Smith, Charles Russell, Ed Sulva, Clark Hinsdale, III, Alex Bunten, Charlotte News, Madison Hakey, John Hammer, Carol Snow, Peter Carreiro, Ellie Russell, Robert Mack, Robin Reid, Christina Booher and others.

ITEMS TAKEN UP:

3:00 p.m. Interview applicants for the position of Town Planner

4:30 p.m. Pending vacancies of Town Clerk, Town Treasurer and Delinquent Tax Collector

CALL TO ORDER

Mr. Morrison, Chair, called the meeting to order at 3:00 p.m..

INTERVIEW APPLICANT FOR TOWN PLANNER

MOTION by Mr. Tegatz, seconded by Ms. Spear, to go into executive session to interview a candidate for the position of Town Planner.

VOTE: 3 ayes, 2 absent (Mr. Spell, Mr. Krasnow); motion carried.

Mr. Joslin, Ms. Illick, Mr. Bouchard, Mr. Benoit and Mr. Bloch joined the Selectboard in executive session.

Mr. Krasnow joined the meeting at 3:15 p.m.

MOTION (at 4:25 p.m.) by Mr. Tegatz, seconded by Ms. Spear, to come out of executive session.

VOTE: 4 ayes, 1 absent (Mr. Spell); motion carried.

No action was taken.

**PENDING VACANCIES OF TOWN CLERK, TOWN TREASURER,
DELINQUENT TAX COLLECTOR**

Mr. Morrison called the meeting back to order at 4:30 p.m. Mr. Spell joined the meeting by telephone. Mr. Morrison stated that the purpose of the agenda item was to address the pending vacancies of the positions of Town Clerk, Town Treasurer and

Delinquent Tax Collector due to the recent submission of a letter of resignation by Mary Mead. Mr. Morrison indicated that the issue of pay was not on the agenda, and that it could be added to Monday's agenda.

Mr. Krasnow stated that there is room to continue the conversation since the effective date of the resignation is relatively far out.

Mr. Tegatz asked if it is appropriate to have discussion of pay for an elected official, as opposed to an employee?

Mr. Hinsdale suggested that the Selectboard vote whether or not to accept the resignation of Ms. Mead. Mr. Morrison said the Selectboard could have more discussion regarding the issues, but it doesn't have to accept or reject the resignation.

Mr. Morrison asked the Selectboard members if they wanted to discuss the pay issue on Monday.

Mr. Tegatz stated that in her most recent e-mail, Ms. Mead raised the same issues as previously, so it seemed another discussion would be likely to be similar to the previous discussion. Mr. Tegatz stated it seemed like a negotiation.

Mr. Spell said it is not a negotiation. Mr. Spell stated that the Selectboard can pay out of the approved budget.

Mr. Krasnow said that the Selectboard can look at any changes to the job description, and re-look at the Palmer analysis. He stated it's not about the person, it's about the work.

Mr. Morrison said that time will be scheduled on Monday's agenda for the pay issue. Mr. Morrison asked for public comment.

Mr. Snow stated that the process has gone on for many years. He said the budget was voted on and approved. He said the Selectboard should not drag out the process and wait until the last minute to consider appointments to fill the vacancies. He said the situation is different than if it were an employee; the Selectboard has no opportunity for review or dismissal of an elected official.

Ms. Jaunich said that the budget was voted as a line-item budget. She asked if the Selectboard can change salaries or the budget after it's been approved? Mr. Tegatz said that VLCT's Treasurer's Handbook indicates that statute allows the Treasurer's salary to be set once per year—but he was not clear whether the budget being approved at Town Meeting counted as the once/year setting of the salary.

Ms. Reid said that Mary provided documentation of being treated inequitably. Ms. Reid said she feels sad about the process.

Mr. Crockenberg stated he was the Treasurer of the Library Board during the process of the creation of the Salary Administration Policy and of placing employees into the

system. He said he feels the process was fair to everybody, was thorough and utterly fair. He said the process drove the results, not individuals' desires.

Ms. Booher asked about the grievance process. She said the job review process is supposed to address that. She said there's an error in the wage grid—January 1st the minimum wage went up. She said that the Town Clerk and Town Treasurer positions are Mary's until 2018 when the terms are up.

Mr. Tegatz asked whether the Selectboard should post the jobs as separate positions or as one position. He said his opinion is that they should be posted as one position. Mr. Krasnow agreed—he said the town has been clear on this.

Mr. Morrison said that the vacancies can be posted and discussion of the pay issue can continue. Mr. Spell said he thought that was unwise. He said the Selectboard should give Ms. Mead more respect. He would like to have a discussion of the pay issue one more time before posting the notice of vacancies. Ms. Spear agreed—she said she would like to talk with Mary one more time.

Mr. Krasnow asked if there is consensus that, if the vacancy occurs, the Selectboard would advertise for one Clerk/Treasurer position, and a separate Delinquent Tax Collector position, which could be the same person or a different person. Mr. Krasnow suggested that the pending vacancies be put on the end of Monday's agenda.

Mr. Spell asked why not put the pending vacancies on another meeting? Ms. Spear said she would like to resolve the issues quickly—she said they should have one more meeting on the pay issue. (Mr. Spell's phone disconnected).

Ms. Cole asked if the Selectboard accepts the resignation, does that make it final? Mr. Morrison said that it doesn't.

Ms. Reid said that questions such as Mr. Tegatz' question should be answered prior to Monday.

Mr. Snow said there is no performance review of an elected official. He said the Salary Administration Policy is not based on performance review. He said that if the Selectboard is going to hold a performance review, it should be public, though he urged the board not to hold a performance review.

Mr. Hinsdale said he wonders if the Delinquent Tax Collector is more demanding than it used to be. He said if the position were paid by commission, it would be paid higher. He said maybe there's a way to change the pay without upsetting the Salary Administration Policy. He said that Ferrisburgh elected two different people for Town Clerk and Town Treasurer, and revised the budget after Town Meeting to pay them.

Mr. Russell said that the Delinquent Tax Collector is not part of the question. It's only the Clerk/Treasurer pay that's in question.

Mr. Carreiro stated that nothing has changed from a few weeks ago when the budget was approved at Town Meeting. He said that \$9,000 over three years is a considerable amount.

Ms. Cole stated this is on the agenda last week because it came to the Board of Auditors, and they recommended that it be discussed by the Selectboard.

Ms. Reid said that the documentation that Mary provided was different than for other employees.

Mr. Mack said he thinks the Selectboard should meet with Ms. Mead in executive session. Mr. Snow said he doesn't think that's legal. Ms. Jaunich said that the Selectboard needs to determine what the board is allowed to do, and provide documentation. It shouldn't be a performance review.

Mr. Crockenberg asked if there's a grievance process in the Salary Administration Policy. Mr. Morrison stated that it's in the Personnel Policy. Mr. Crockenberg asked if Ms. Mead used the procedure described in the Personnel Policy?

Ms. Russell asked what part the Selectboard would review in executive session? Mr. Krasnow said that the Selectboard can discuss payroll issues with employees in executive session. Mr. Russell said that the Selectboard should use the same process as the Salary Administration Policy—he said the Selectboard never when into executive session.

ADJOURNMENT

MOTION by Ms. Spear, seconded by Mr. Tegatz, to adjourn the meeting.

VOTE: 4 ayes, 1 absent (Mr. Spell); motion carried.

The meeting was adjourned at 5:45 p.m.

Minutes respectfully submitted, Dean Bloch.