

Notice of Anticipated Vacancy for Positions of Town Clerk, Town Treasurer and Delinquent Tax Collector

In accordance with 24 VSA §961, the Town of Charlotte Selectboard hereby provides a notice of anticipated vacancy for the positions of Town Clerk, Town Treasurer and Delinquent Tax Collector. It is anticipated that these positions will become vacant on May 7, 2016.

The positions of Town Clerk and Town Treasurer each have three-year terms, and the position of Delinquent Tax Collector has a one year term. All terms start and finish at the annual Town Meeting.

In accordance with 24 VSA §963, the Selectboard must make an appointment until the next special or annual meeting, at which time the positions will be posted for election. The positions of Town Clerk and Town Treasurer, which are currently held by the same person, are in the second year of a three year term. The candidate that is elected will first complete the third year of the current three year terms; the following election will be for full three-year terms.

The positions of Town Clerk and Town Treasurer are paid in accordance with the Salary Administration Policy and Section 4 of the Town of Charlotte Personnel Policies. The position of Delinquent Tax Collector is paid an annual salary, which for the fiscal year beginning July 1, 2016 is \$6,000. The positions of Town Clerk and Town Treasurer may be eligible for health and dental benefits in accordance with Section 5 of the Town of Charlotte Personnel Policies.

The Selectboard intends to make appointments to fill the positions until the next annual election unless a valid petition to hold a special election is submitted, and invites applicants wishing to be so appointed to submit applications by 4 p.m. on April 15, 2016. Applications should consist of a form provided by the Town, a cover letter and a resumé. Applications should be submitted to:

Charlotte Town Office
Attn: Town Administrator
P.O. Box 119
Charlotte, VT 05445

Or by e-mail to: dean@townofcharlotte.com