

**CHARLOTTE SELECTBOARD
MINUTES OF MEETING
TOWN HALL
September 11, 2014**

SELECTBOARD MEMBERS: Lane Morrison, Charles Russell, Fritz Tegatz, Ellie Russell

STAFF: Dean Bloch, Town Administrator

OTHERS: Moe Harvey, Robert Mack, Peter Trono, Jill Lowry, Claudia Mucklow, David Nichols, Mary Mead, Jim Dickerson, Stephen Brooks, Sheri Duff (The Citizen), Brady Toensing, Suzanne Hinsdale, Allan Hughes, David Miskell, Sharron Balaban, Bonnie Christie

ITEMS TAKEN UP:

- Wage Classification plan and policy (*discussion only*)
- Assistant Town Clerk/Assistant Treasurer—wage rate to be offered to preferred applicant (*discussion only*)
- VELCO—update on underpayment of equipment taxes (*discussion only*)

CALL TO ORDER

Lane called the meeting to order at 9:00 AM.

WAGE CLASSIFICATION PLAN

The Selectboard discussed a draft of Policies for recognizing experience when placing employees on the Pay Grade Grid (9/10/2014) drafted by Ellie.

A draft table showing hire date, prior experience, length of service and step of existing employees was passed out. Ellie said this was very preliminary and has not been reviewed, except a few items were reviewed by Dean. She used NEMRC obtained from Mary and job descriptions to compile some of the information, and discussed the prior experience of library staff with the Library Director.

Robert Mack asked when he would be able to make a comment, and when the public will see this. Peter Trono expressed concern that meetings were being held during the day, when many people aren't able to attend. He said it's not fair to the community and that Selectboard meetings should be held in the evening. Others spoke on this point. Jim Dickerson said he agrees with Peter. Jill Lowry said that Charlotte is different than other towns, and we may want to pay our employees differently than other towns. Bonnie Christie said that she supports what the Selectboard has been doing, but she thinks that Charlotte is in the same market as other towns.

ASSISTANT TOWN CLERK/ASSISTANT TREASURER—WAGE RATE TO BE OFFERED TO PREFERRED APPLICANT

Lane gave an overview of the situation. Mary said that it's her job to select the Assistant Clerk/Assistant Treasurer. Fritz said that without being involved in the interview process, how does the Selectboard know how much to pay?

Allan Hughes and Brady Toensing spoke to the point that the Selectboard doesn't have any role in the hiring decision. Lane indicated that the Selectboard is not trying to interfere with the selection of the employee, but trying to get a better sense of the employee's background so the pay-rate can be set accordingly.

Dave Nichols asked if the Selectboard has looked at what other town's pay. Ellie said yes. After a question, Ellie stated that the median wage rate for towns in Chittenden County for this position is \$19.58 and the median for towns with populations of 3,000-5,000 is \$17.95. In the current draft of the town's pay-grade grid, the median pay for this position is \$17.44. She said that Frank Sadowski recommended that the Selectboard shoot for setting the town's pay schedule to compete at a level between Chittenden County towns and towns of 3,000-5,000.

Robert Mack said that the consistency of wage-rates needs to improve. Ellie said that this is the purpose of the pay-grade classification process.

VELCO

Dean stated the VELCO is going to pay back taxes that weren't paid due to their undervaluation of their equipment.

CVFRS

Ellie stated that John Snow was elected Corporate President, and there are currently four vacancies on the board. Ellie indicated that the CVFRS board is looking into changing their bylaws to allow members of the town who aren't CVFRS members to be on the board.

Lane and Charles will meet with John Snow to discuss how he intends to address outstanding issues.

Fritz stated that CVFRS needs to consider hiring a manager, so the volunteers can do what they want to do, which is fight fires and provide rescue services.

NEXT MEETING

The next meeting was set for Friday September 12th at 12:30 PM; the purpose is to take action on setting the wage rate for preferred applicant for the position of the Assistant Town Clerk/Assistant Treasurer.

ADJOURNMENT

MOTION by Charles, seconded by Ellie, to adjourn the meeting.

VOTE: 4 ayes; motion carried.

The meeting was adjourned at 11:35 AM.

Minutes respectfully submitted: Dean Bloch