

**CHARLOTTE SELECTBOARD
MINUTES OF MEETING
MEETING CONDUCTED AT TOWNHALL AND VIA TELECONFERENCE
JUNE 29, 2020**

APPROVED

SELECTBOARD MEMBERS: Chair Matthew Krasnow, Vice Chair Frank Tenney, Carrie Spear, James Faulkner, Louise McCarren

ADMINISTRATION: Dean Bloch, Town Administrator

OTHERS: Margaret Woodruff, Nicole Conley, Larry Sommers, Bill Regan, Laurie Thompson, Bill Fraser-Harris, James Donovan

AGENDA ITEMS:

6:30 PM Adjustments to the agenda

6:31 PM Public Comment

6:35 PM Approve hours and pay-rates for employees for FY21

6:45 PM Reopening of Town Office to public and resumption of normal pay policies

7:15 PM Request for Bids for State Park Road section of Town Link Trail

8:00 PM Champlain Valley School District—update on discussion re: use of facilities

8:15 PM Recreation COVID-19 update—beach and playground

8:30 PM Minutes: May 26, June 1, June 2, June 3, June 8, June 22, 2020

8:45 PM Adjournment

CALL TO ORDER

Selectboard Chair Matt Krasnow called the meeting to order at 6:40 p.m.

Adjustments to the agenda

Executive session requested for personnel issue and possible litigation matter.

Public Comment

Matt said he received comments about the playground.

Approve hours and pay-rates for employees for FY21

Margaret Woodruff said the library requested a pay rate review for a few positions a while ago and wants to be considered along with the Assistant Town Clerk position. Matt Krasnow said the Selectboard will consider utilizing Gallagher and Flynn for all reviews and are using the Assistant Town Clerk pay rate review as an initial test that will indicate what this company is willing to offer. It is a five-year cycle and Town jobs are all up for a pay rate review at this point, Matt said. Dean Bloch explained the process and the Selectboard reviewed and edited the document to be approved.

MOTION by Carrie Spear, seconded by Louise McCarren, to approve hours and pay-rates for employees for FY21 as amended. VOTE: 5 ayes; all in favor; motion carried.

Reopening of Town Office to public and resumption of normal pay policies

Mandatory requirements to open Town offices were reviewed. Appointing a Health Safety Officer was discussed. James Faulkner and Carrie Spear volunteered to sign off on this once requirements are met.

MOTION by Louise McCarren, seconded by Carrie Spear, to approve the reopening of Town offices to the public and resumption of normal pay policies once Dean Bloch has effectively worked with the Town Clerk and Town employees to be operating consistent with the ACCD memo's mandatory requirements, with permission for James Faulkner and Carrie Spear to sign off once there is a plan in place. VOTE: 5 ayes; all in favor; motion carried.

Request for Bids for State Park Road section of Town Link Trail

Guardrail specifics were discussed. This is not included in the bid. James Donovan spoke of the guidelines and standards for installing a guardrail in this location, particularly in tight spaces. Since this is not federally funded there is more leeway with the installation options. James said safety is the main concern over aesthetics. Liability issues were discussed. Types of stone were discussed. Language was clarified, edits were made to the RFP. Laurie Thompson said time is of the essence and whoever is awarded the bid can coordinate with Lafayette. Louise suggested requesting a design from Lafayette to better inform the bidders and to get this moving. Laurie said the Trails Committee has the funds ready for the trail and the guardrails. Laurie asked for a decision at the July 13 meeting and the timeline was discussed. The RFP needs to be re-drafted with a guardrail design plan included to inform the bidders. James Faulkner asked about a specific tree removal. James Donovan said no trees can be removed at this point because there would need to be a public hearing for this.

MOTION Louise McCarren, seconded by Matt Krasnow, to appoint F.R. Lafayette Inc. as the sole source for construction of the guardrails for the State Park Road section of the Town Link Trail. VOTE: 5 ayes; all in favor; motion carried.

Champlain Valley School District—update on discussion re: use of facilities

To be discussed at the next meeting.

Recreation COVID-19 update—beach and playground

Nicole Conley said the playground can be opened according to State safety guidelines. Hand sanitizer pump stations will be added. Louise reported a large crowd on Sunday with loud music. No event application was filed for this. About 730 passes have been sold, Nicole said. Bill said the well ran dry when the courts were being pressure washed.

MOTION by Louise McCarren, seconded by James Faulkner, to re-open the playground with the guidance as delivered by the Governor. VOTE: 5 ayes; all in favor; motion carried.

Minutes: May 26, June 1, June 2, June 3, June 8, June 22, 2020

MOTION by Louise McCarren, Seconded by Carrie Spear, to approve Selectboard minutes for June 1 and June 2, 2020 as amended. VOTE: 4 ayes; 1 abstain (Matt Krasnow); motion carried.

MOTION by Louise McCarren, Seconded by Carrie Spear, to approve Selectboard minutes for June 22, 2020 as amended. VOTE: 5 ayes; all in favor; motion carried.

Selectboard updates

None.

Approve warrants to pay bills

Executive Session for a Personnel Issue and Possible Litigation

MOTION by Matt Krasnow, seconded by Louise McCarren, to enter into Executive Session. VOTE: 5 ayes; all in favor; motion carried.

MOTION by Matt Krasnow, seconded by Louise McCarren, to exit Executive Session and reconvene at Selectboard. VOTE: 5 ayes; all in favor; motion carried.

Adjournment

MOTION by Frank Tenney, seconded by Matt Krasnow, to adjourn. VOTE: 5 ayes; all in favor; motion carried.

The meeting was adjourned at 10:10 p.m.

Minutes respectfully submitted, Lynn Monty, Recording Secretary.