

**CHARLOTTE SELECTBOARD  
MINUTES OF MEETING  
TOWN HALL  
MARCH 18, 2020**

**APPROVED**

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

**ADMINISTRATION:** Dean Bloch, Town Administrator

**OTHERS:** Brendan Clements, Chea Evans, Christina Booher, Mary Mead

**AGENDA ITEMS:**

5:00 PM Adjustments to the agenda

5:01 PM Special Town Meeting, April 7, 2020 for vote on the FY21 budget and budget-related articles

- Logistics
- Approve warning for revised location of meeting

5:10 PM - April 6<sup>th</sup>

- Public informational hearing for Australian ballot to occur on April 7<sup>th</sup>
- Meeting to validate Article 6 from March 3<sup>rd</sup> Town Meeting

5:15 PM

Discussion/actions in response to COVID-19 developments

- Planning Commission and Zoning Board hearings; zoning permit applications
- Suspension of meetings of committees, boards and commissions
- Closing of the Town Office to the public
- Employees working from home:
  1. policy and 2. providing secure access to computer network
- Weekly messaging to Charlotte residents from the Selectboard
- Agenda for Selectboard meeting on March 23, 2020

**CALL TO ORDER**

Selectboard Chair Matt Krasnow called the meeting to order at 5 p.m.

**Adjustments to the agenda**

To add discussion about food and meals to the needy in Charlotte during the pandemic

**Special Town Meeting, April 7, 2020 for vote on the FY21 budget and budget-related articles**

- Approve warning for revised location of meeting

**MOTION by Frank Tenney, seconded by Louise McCarren, to sign the warning for the special meeting for April 7<sup>th</sup>, moving the location of the meeting from CCS to the Town Hall. VOTE: 5 ayes; all in favor; motion carried.**

**•Logistics**

A quick set up is expected. Absentee voting is encouraged.

**April 6<sup>th</sup> •Public informational hearing for Australian ballot vote on April 7<sup>th</sup>**

VCAM plans to record the hearing to provide the public information. Signing up for Zoom would be helpful for \$15 per month. Ask people to email questions in advance in local publications.

**•Meeting to validate Article 6 from March 3<sup>rd</sup> Town Meeting**

No action needed or taken.

**Discussion/actions in response to COVID-19 developments•Planning Commission and Zoning Board hearings; zoning permit applications•Suspension of meetings of committees, boards and commissions**

It limits due process when the public cannot access hearings due to hazardous conditions during the pandemic. Re-warnings will be needed for hearings that were postponed. Implementing Zoom meetings will help.

**MOTION by Frank Tenney, seconded by James Faulkner, to suspend meetings of committees, boards and commissions excluding the Selectboard until April 6. Brendan Clements raised a concern regarding the stopping of local government, but was satisfied that the Selectboard is exploring Zoom as an alternative. VOTE: 5 ayes; all in favor; motion carried.**

**MOTION by Matt Krasnow, Seconded by Louise McCarren, to amend the previous motion to say “through” April 6 to 11 pm. VOTE: 5 ayes; all in favor; motion carried.**

**•Closing of the Town Office to the public**

Mary Mead said Town Hall needs to remain open and that title researchers need access to the vault. She said making appointments is not necessary—traffic pattern is low in Charlotte. She feels comfortable leaving the doors open. Matt Krasnow said it is responsible to limit non-essential business in Town Hall considering the high transmission rate of Covid-19. Dean Bloch said Planning and Zoning can work remotely. Christina Booher said banks and post offices are still open and Town Hall should remain open to the public. James Faulkner suggested posting signage indicating entry is for essential business only on the door, and asking folks to not bring children to Town Hall. Mary Mead she would post this on Front Porch Forum as well. Leaving the door open with signage for the week was the consensus.

**MOTION by Frank Tenney, Seconded by Louise McCarren, to overturn Monday’s MOTION to close Town Hall, with Mary Mead to supply messaging and signage. VOTE: 5 ayes; all in favor; motion carried.**

**•Employees working from home:**

**1. policy and 2. providing secure access to computer network**

No action

**•Weekly messaging to Charlotte residents from the Selectboard**

Matt will do by Friday

**•Agenda for Selectboard meeting on March 23, 2020**

Matt suggested approving the agenda and urging everyone to call in rather than appear in person.

**Home delivery of food and groceries was discussed.** Louise suggested updating folks on what Meals on Wheels and the Food Shelf are doing and to encourage volunteerism and donations. The Selectboard will suggest if folks can help, to please help. Louise to research and email Matt her findings. Dean suggested contacting the library for a complete list of resources to share with the public.

**Adjournment**

**MOTION by Frank Tenney, seconded by Louise McCarren, to adjourn. VOTE: 5 ayes; all in favor; motion carried.**

The meeting was adjourned at 6:40 p.m.

Minutes respectfully submitted, Lynn Monty, Recording Secretary.