

**CHARLOTTE SELECTBOARD
MINUTES OF MEETING
TOWN HALL
MARCH 5, 2020**

APPROVED

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

ADMINISTRATION: Dean Bloch, Town Administrator

OTHERS: Mary Mead, Bill Stuono, Gerald Bouchard

AGENDA ITEMS:

5:30 PM Adjustments to the agenda

5:31 PM Public Comment

5:35 PM Selectboard organization

- Determine board structure and elect leadership
- Adopt rules of procedure
- Select newspaper(s) of record for warning Town
- Approve schedule of regular meetings
- Procedure for signing of warrants

5:50 PM Approve warning for Australian ballot vote on FY21 municipal budget on Tuesday April 7, 2020 at Charlotte Central School

6:00 PM Approve notice of public informational hearing (required for items voted by Australian ballot) on Monday April 6, 2020 at the Charlotte Town Office

6:05 PM Approve warning for a Special Town Meeting on Monday April 6, 2020 at the Charlotte Town Office to validate action on Article 6 of Town Meeting, which was originally warned incorrectly

6:10 PM Change Orders for ReArch contract

- PCO 18 –Pendant Fixture Reconciliation –(\$794.45)
- PCO 19 –Painting of Existing Space -\$431
- PCO 20 –Housekeeping Pads Credit –(\$824)
- PCO 21 –Bath Accessories Credit –(\$560)
- PCO 22 –Wifi & Data Work -\$561.24

6:20 PM Engagement of Stitzel Page & Fletcher, PC as legal counsel to assist the Delinquent Tax Collector in connection with all tax sales scheduled for calendar year 2020

6:25 PM Town Meeting debriefing

6:35 PM Selectboard liaisons to committees/commissions/boards

6:45 PM Goals, priorities, workplan, and board member assignments (to be contin'd on March 9)

6:55 PM Adjournment

CALL TO ORDER

Carrie Spear called the meeting to order at 5:36 p.m.

MOTION by Carrie Spear, seconded by Louise McCarren, to select Matt Krasnow as Selectboard Chair. VOTE: 5 ayes; all in favor; motion carried.

MOTION by Louise McCarren, seconded by Matt Krasnow to select Frank Tenney as Selectboard Vice Chair. VOTE: 5 ayes; all in favor; motion carried.

Public Comment

Mary Mead said the food service license for the Senior Center requires a fee and she has not seen any paperwork for this to be able to pay these fees. Dean Bloch said he has the paperwork and Matt Krasnow said he will sign it after the meeting.

Bill Stuono asked about the open positions on the ballots. Mary said the Selectboard is allowed to appoint people to fill these. Bill asked if there are stipends. Matt indicated which positions came with pay.

Adjustments to the agenda

The CVSD agreement was added to the agenda.

Selectboard organization

•Determine board structure and elect leadership

This was decided at the start of the meeting.

•Adopt rules of procedure

MOTION by Carrie Spear, seconded by Louise McCarren, to allow the Chair, Matt Krasnow, to sign warrants for the employee payroll, and for Vice Chair, Frank Tenney, to sign in Matt's absence. VOTE: 5 ayes; all in favor; motion carried.

MOTION by Louise McCarren, seconded by Jim Faulkner, to re-adopt the 2019 rules of procedure. VOTE: 5 ayes; all in favor; motion carried.

•Select newspaper(s)of record for warning Town

MOTION by Frank Tenney, seconded by Matt Krasnow, to choose the Charlotte News and The Citizen as newspapers of record; and also, for providing notices for development review, Seven Days can be used only if neither the Citizen nor Charlotte News will work due to publication deadlines. VOTE: 5 ayes; all in favor; motion carried.

•Approve schedule of regular meetings

Add May 26 to avoid having a meeting on Memorial Day.

Add November 30 and omit December 28.

Dean and Carrie will miss the June 22nd meeting, and Matt will miss the September 28 meeting.

MOTION by Frank Tenney, seconded by Carrie Spear, to approve schedule of regular Selectboard meetings as amended. VOTE: 5 ayes; all in favor; motion carried.

•Procedure for signing of warrants

As approved above.

Approve warning for Australian ballot vote on FY21municipal budget on Tuesday April 7, 2020 at Charlotte Central School

MOTION by Frank Tenney, seconded by Louise McCarren, to approve the warning for the Australian ballot vote for the FY21municipal budget on Tuesday April 7, 2020 at Charlotte Central School as amended. VOTE: 5 ayes; all in favor; motion carried.

Jeanne Jensen from the school district needs to be notified while the MOU is on pause, Matt said. Mary Mead said it is too late to change the April 7 date for voting or the polling place and it has already been warned. Matt will draft a letter to be sent to Jeanne Jensen.

Approve notice of public informational hearing (required for items voted by Australian ballot) on Monday April 6, 2020 at the Charlotte Town Office

MOTION by Carrie Spear, seconded by Louise McCarren, to approve notice of public informational hearing (required for items voted by Australian ballot) on Monday April 6, 2020 at the Charlotte Town Office as amended. VOTE: 5 ayes; all in favor; motion carried.

Approve warning for a Special Town Meeting on Monday April 6, 2020 at the Charlotte Town Office to validate action on Article 6 of Town Meeting, which was originally warned incorrectly

MOTION by Carrie Spear, seconded by Jim Faulkner, to approve warning for a Special Town Meeting on Monday April 6, 2020 at the Charlotte Town Office to validate action on Article 6 of Town Meeting, which was originally warned incorrectly, as amended. VOTE: 5 ayes; all in favor; motion carried.

AMENDMENT by Frank Tenney, Seconded by Carrie Spear, to start the special meeting at 6:45. VOTE: 5 ayes; all in favor; motion carried.

MOTION by Frank Tenney, Seconded by Carrie Spear, to approve edits to the previous to include "Chair" and "Vice Chair" on Matt's and Frank's signature lines. VOTE: 5 ayes; all in favor; motion carried.

Change Orders for ReArch contract

•PCO 18 –Pendant Fixture Reconciliation –(\$794.45)

- PCO 19 –Painting of Existing Space -\$431
- PCO 20 –Housekeeping Pads Credit –(\$824)
- PCO 21 –Bath Accessories Credit –(\$560)
- PCO 22 –Wifi & Data Work -\$561.24

MOTION by Louise McCarren, Seconded by Carrie Spear, to approve Change Orders for the ReArch contract. VOTE: 5 ayes; all in favor; motion carried.

Engagement of Stitzel Page & Fletcher, PC as legal counsel to assist the Delinquent Tax Collector in connection with all tax sales scheduled for calendar year 2020

MOTION by Louise McCarren, Seconded by Jim Faulkner, to approve Engagement of Stitzel Page & Fletcher, PC as legal counsel to assist the Delinquent Tax Collector in connection with all tax sales scheduled for calendar year 2020. VOTE: 5 ayes; all in favor; motion carried.

Town Meeting debriefing

Louise suggested rethinking the advisory motions at the end of Town Meeting. She suggested including them at the beginning or offer copies in advance. Matt said the structure is in Vermont statutes but how Charlotte manages it could be addressed. He also said it is advisory, not binding. The process was discussed. This will be added to a future workplan. Dean to research what happens with other towns.

The Town charter has a sunset clause, and this is the last year with the charter, Matt said.

Air purifiers and hand sanitizers in Town were discussed. Dean said the Department of Health would like Towns to coordinate their efforts and any closures with the Department. Louise said the Selectboard should coordinate with CVFRS and the Senior Center and Chris Davis to inform the town services and procedures. Jim Faulkner called for a unified message as to not confuse anyone or create hysteria. Frank said the messaging should come from CVFRS. Matt said they should be a sounding board for what the Vermont Department of Health is doing and not take authorship of any outgoing information on this issue.

Bill Stuono asked about the number of people at Town Meeting. Dean calculated about 129.

Jim Faulkner asked if Town Meeting Day could be moved to a Saturday. Gerald Bouchard suggested a questionnaire on the subject at the April 7 vote.

Selectboard liaisons to committees/commissions/boards

CVFRS:	Jim
State Police:	Matt/Louise
Road Commissioner/Bridges:	Frank/Jim
Senior Center:	Louise/Carrie

Library:	Louise
Charlotte Park and Wildlife Oversight Committee:	Matt
Planning & Zoning:	Jim/Frank
Conservation Commission	Frank
Energy Committee	Matt/Frank
Recreation:	Carrie
Trails Committee	Louise
Town properties and facilities:	Jim/Carrie
West Village Wastewater (1 st & 3 rd Mondays):	Louise
Thompson's Point Wastewater	Jim

Goals, priorities, workplan, and board member assignments (to be continued on March 9)

Adjournment

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

The meeting was adjourned at 7:00 p.m.

Minutes respectfully submitted, Lynn Monty, Recording Secretary.