

1 **CHARLOTTE SELECTBOARD MEETING**
2 **Monday, November 24, 2025**
3 **Charlotte Town Hall 159 Ferry Road and via teleconference**
4 **DRAFT**

5 *Draft minutes are subject to correction by the Charlotte Selectboard.*
6

7 **SELECTBOARD MEMBERS:** *In person:* Lee Krohn, Chair; Frank Tenney, Vice Chair;
8 Lewis Mudge, (remote); Natalie Kanner, (remote); J.D. Herlihy, (remote)
9

10 **ADMINISTRATION:** Carrie Johnson, Interim Town Administrator
11

12 **OTHERS:**

13
14 **In person:** Jamie Valyou, Robert Caldwell, Peter Demick, Richard Hendrickson, Wendy
15 Hendrickson, Peter Carreiro, Susan Smith, David Schermerhorn, Claudia Mucklow, Melanie
16 Goodman, Bill Stuono, Sharon Mount, Chris Davis, Jessie Bradley, Wendy Hawkins, Kate
17 Lampton
18

19 **Remote:** Karen Frost, Mary Mead, John Snow, Deirdre Holmes, Jim Hodson, Hugh Lewis Jr.,
20 Carrie Spear, Thyleen Tenney, Mary Mead, Mike Yantachka, Tim Post, Karen Frost, Alexa
21 Lewis, Rebecca Foster
22

23 **AGENDA ITEMS:**
24

- 25 7:00 PM Approval of Consent Agenda
26 a. Meeting Minutes for October 27, 2025 & November 10, 2025.
- 27 7:05 PM Adjustments to the Agenda
- 28 7:10 PM Public Comment for items not on the Agenda
- 29 7:15 PM Selectboard & Town Administrator's Updates
30 a. Update on proposed parking lot near the Post Office (SB)
- 31 7:20 PM Budget Presentations: commissions, boards and committees will be asked to
32 provide a brief high level summary of their proposed FY27 budget, a short 2-
33 minute 1 year review, and a short 2-minute 1 year look ahead. 11/10 were budget
34 presentations from the Library, Senior Center and Recreation.
- 35 8:00 PM Contract Approval Requests. Discussion, and Possible Action:
36 a. Snow Plowing Contract for Town Hall
37 b. Town Report Printing Contract
- 38 8:10 PM Committee Appointments:
39 a. Park and Wildlife Committee - Ashley Clark
40 b. State of Vermont Ethics Committee Town Appointment – Town Administrator
- 41 8:13 PM Requests for Proposals to Perform Executive Search for Town Administrator
42 Discussion and Possible Action.
- 43 8:18 PM Highway Access Permit Discussion and Possible Action
- 44 8:20 PM Errors and Omission (E & O) 2025 Report, Discussion and Possible Action

45 8:25 PM Discussion and Possible Action, Energy Committee Project Proposal Energy
46 Modernization Presentation (Solar/Heat Pumps) for Town Properties
47 9:30 PM Discussion of Personnel – Executive Session Likely per 1 V.S.A. § 313(a)(3)
48 a. Personnel
49 9:40 PM Signing of Warrants
50 9:45 PM Adjournment

51

52 **Call to Order**

53 Lee Krohn called the meeting to order at 7:08 p.m.

54

55 **Approval of Consent Agenda**

56 **a. Meeting Minutes for October 27, 2025 & November 10, 2025.**

57

58 **MOTION by Frank Tenney, seconded by Lewis Mudge, to approve the Consent Agenda as**
59 **presented. VOTE: 4 ayes, 0 nays, 1 absent (Kanner); Motion Carried.**

60

61 **Adjustments to the Agenda**

62 None

63

64 **Public Comment for items not on the Agenda**

65 Lee Krohn stated that it's important to remind folks that if they have any complaints regarding
66 members of the boards or of the public that the town has a complaint policy that should be
67 followed. Criticizing a person in public is not a part of that protocol.

68

69 No public comments were made.

70

71 **Selectboard & Town Administrator's Updates**

72 Carrie Johnson stated that the Charlotte Town Planner reported to her that she and the PC had a
73 productive week, last week. The PC is ready for the Selectboard to schedule hearings for both
74 the LURs and the Charlotte Town Plan in either January or February to allow for the proper
75 warning periods to take place.

76

77 Frank Tenney stated that he has no updates, all is going well with the DRB.

78

79 J.D. Herlihy stated that the recent joint meeting that took place with the DRB, Conservation
80 Commission and PC was interesting with a case example presented.

81

82 Lewis Mudge stated that he has no updates as he has been out of the country. He is interested to
83 see what the public's reaction is to the union contract.

84

85 **a. Update on proposed parking lot near the Post Office (SB)**

86 Lee Krohn stated that there has been some comments on Front Porch Forum regarding the past
87 discussions on pursuing a municipal parking area and this topic has been withdrawn and is off
88 the table.

89

90 Lee Krohn stated that he greatly appreciates all the folks that work on the town trails and their

91 upkeep as it's a lot of work.

92

93 Lee Krohn stated that he would like to express his sincere condolences to the family that had a
94 major barn fire several weeks ago and his gratitude to the first responders.

95

96 Lee Krohn stated that limited staff will be in the Town Hall on Wednesday and the Town Hall
97 will be closed on Thursday and Friday for the Thanksgiving holiday.

98

99 Lee Krohn stated that he's grateful to those that have gotten their town reports into Rebecca
100 Kaplan. He encourages the reports to include the past year's challenges, accomplishments, and
101 future goals.

102

103 Lee Krohn stated that there has been a lot of discussion on Front Porch Forum regarding Town
104 Meeting Day and how it is held. Many have expressed wanting it to go to an Australian ballot
105 vs in person and floor voting. The reason that the town does the floor voting is because it is what
106 state law requires. In order to change the process to an Australian ballot it first has to be voted
107 on by the town on the floor on Town Meeting Day. If the vote shows that the town is in favor of
108 the change, at that time it could be switched to Australian ballot for the following year's Town
109 Meeting Day but consequently it can't be switched to this current Town Meeting Day.

110

111 **Budget Presentations: Commissions, Boards and Committees will be asked to provide a**
112 **brief high level summary of their proposed FY27 budget, a short 2-minute 1 year review,**
113 **and a short 2-minute 1 year look ahead. (11/10 were budget presentations from the**
114 **Library, Senior Center and Recreation.)**

115

116 **CVFRS FY27 Budget Presentation**

117 Robert Caldwell, CVFRS Treasurer, stated that the incremental appropriation request over the
118 current year is \$286,100. This 28.04% increase is due to the challenge of meeting the fire and
119 emergency needs of a small town. In the long term efforts are being made to seek out a way to
120 operate in a more sustainable way but currently there is this need for the increase in the budget.
121 He went on to state that this challenge is seen across the nation, not just in the town of Charlotte
122 and is driven by labor shortages that lead to higher wages, increases in equipment and supply
123 expenses and insufficient reimbursements rates from government and private insurance
124 companies. Human resources accounts for 70% of the overall budget, delivering services both on
125 the medical and fire side. Workman's compensation alone increased 38% this year.

126 Jamie Valyou, CVFRS Fire Chief, stated that this budget reflects less than what is needed. In
127 order to be successful CVFRS must be able to retain and recruit staff. The size of the department
128 and the wages and benefits package hinders the agency's ability to attract individuals that are
129 looking for experience, stability and growth. The agency is continuing to fall behind market
130 standards for wages and benefits. Neighboring agencies offer superior wages and benefits. He
131 went on to state that they have been successful in hiring two full time EMS providers. One of
132 them being a paramedic and one of them being a Captain of EMS. They have one vacant EMS
133 spot at this time. On the fire side data is being collected to determine future staffing needs. One
134 of the Deputy Chiefs was promoted this year to Assistant Chief. A new part time firefighter
135 position was filled this year and a second position will be starting in early 2026. This additional
136 staffing allows the agency to work toward NFPA standards which they currently don't meet.

137 These two firefighter positions are included in the budget for next year. The department has
138 adopted a new mission statement, vision statement and core values. Personnel training and
139 community outreach are important and the agency has done well in these areas. Jamie Valyou
140 stated that this past year CVFRS did purchase some new paramedic equipment, heavy rescue
141 equipment, bunker gear and uniforms. The agency was awarded a grant for a records
142 management program that will be implemented hopefully by the first of the year. Some other
143 upgrades were purchased with private funds. A new command vehicle was also purchased. The
144 agency responded to 162 fire incidents and 532 EMS calls. Without the communities support
145 CVFRS won't be able to provide essential life and property saving services.
146

147 **Conservation Commission FY27 Budget Presentation**

148 Peter Demick, Conservation Commission Treasurer, reviewed the Charlotte Conservation
149 Commission Budget Request FY27 document included in tonight's meeting packet. He stated
150 that they are asking for \$25,000 for the conservation habitat map that is typically updated every
151 10 years but hasn't been updated for 18 years.

152 Claudia Mucklow stated that the process for this updated mapping had been started back in 2023.
153 Some of proposals came back and were shared with the Selectboard this past summer. The
154 Conservation Commission wanted to apply for the Municipal Planning Grant for 2025 but the
155 Town Planner at the time was completely opposed and therefore this didn't happen. Last year
156 half of the funding was asked for and the Conservation Commission was denied the funding so
157 they are asking for this funding again this year. She went on to state there are two consultants
158 that can do this work and the proposals that were received may no longer be accurate at this point
159 with the time that has gone by. This budget is the smallest of all the town budgets. The money
160 that this commission typically receives is for the Charlotte Invasive Collaborative but that is a
161 separate group. Claudia Mucklow stated that the membership was reduced from 9 to 7 people
162 but all the same amount of work continues with written reports with each DRB application and
163 participation in the joint meetings with the PC and DRB. Collaboration with the Charlotte Tree
164 Warden and Deputy Tree Warden. Peter Demick spends a substantial amount of time setting up
165 the forest cameras and keeping them running. From this he collects data of the wildlife in the
166 area. He presented a slideshow to the Senior Center and at the Town Grange. The commission
167 also writes articles that are published in the Charlotte News on forest blocks, wildlife corridors,
168 the Shoreline Protection Act and the rodenticide poisoning issue. Collaboration happens and will
169 continue to happen with the Champlain Valley Conservation Partnership as well and Earth Day
170 planning will be starting soon. She went on to state that she is hopeful that the Selectboard will
171 help them to achieve the mapping this year. The Conservation Commission is planning to
172 complete fundraising as well. The ask is for \$25,000 for the needed mapping.

173 J.D. Herlihy stated that Natalie Kanner had brought up an excellent idea in response to Claudia
174 Mucklow's email regarding the mapping and that was to have this as a separate article for the
175 town to vote on. It's an important topic and this will provide for the discussion and a better
176 understanding of how it plays into the development review process in town and how it's intricate
177 to the town plan as a whole and in part and parcel with that.
178

179 **Charlotte Park & Wildlife Refuge Oversight Committee FY27 Budget Presentation**

180 Jessie Bradley stated that they are level funding their budget this year. Some of the numbers for
181 The line items are being changed but their budget remains to be level funded. Some expenses
182 were offset with grants. Further investigation will be happening but it appears as though there is

183 a real problem with the bog bridges disintegrating. Next year there will need to be an ask in the
184 budget for replacing the ones that can't be patched. They have had VT Youth Conservation
185 Corps in the past but they do charge for their work.

186

187 **Charlotte Cemetery Commission FY27 Budget Presentation**

188 Jessie Bradley stated that the Charlotte Cemetery Commission has a level funded budget for
189 FY27. The last monument was installed. Money that was budgeted for stone maintenance last
190 year will be used for repair to stones that have fallen over and this will be done this coming
191 spring.

192

193 **Charlotte Highway FY27 Budget Presentation**

194 Hugh Lewis Jr., Charlotte Road Commissioner, stated that he hasn't increased his budget in 27
195 years but this year he's asking for an increase of \$65,000 for paving. Asphalt was laid for
196 \$28/ton when he started and this year it's \$84/ton. Paving on Spear Street that was done after the
197 April deadline came out of the highway budget as did another area at the underpass from the
198 flood last year. The roads have a lot of cracks and if there is a hard winter these areas will
199 become real problem areas.

200

201 **Trails Committee FY27 Budget Presentation**

202 Richard Hendrickson, Co-Chair of the Charlotte Trails Committee, stated that the annual
203 operating costs budget will be level funded this year at \$1,500. The Maintenance and
204 Repair budget will increase from \$5,000 to \$8,500. This past year close to \$8,000 was spent
205 using a combination of donation funds and trail reserve funds and most of this went to rebuilding
206 the State Park Rd trail. They're requesting \$7,500 to continue the efforts with a plan of doing a
207 good portion of the Mack Trail down toward the Route 7 underpass. He went on to state that
208 there is \$1,000 budgeted for signage for the area of trail that was known as the Dunbar connector
209 between Burns Meadow and the Town Hall. This area came under review due to the wetlands
210 and the Charlotte Trails Committee has begun a restoration effort and stopped the use of the trail.
211 This coming summer a trail will be put in with appropriate permitting and much reduced fees.
212 The FY27 budgeted signage funds will be used to designate the trailhead at the Town Hall. The
213 Reserve Fund money that was approved for work on the Ferry Road extension is still set aside
214 since the project has been delayed due to wetland issues. Once a solid estimate is received on
215 the wetland fees the RFP will be issued to have the trail built.

216 J.D. Herlihy stated that maintenance and repair should be in the operating budget.

217

218 **Charlotte Land Trust FY27 Budget Presentation**

219 Kate Lampton stated that the Charlotte Land Trust is requesting \$5,000 which it has received in
220 the past and with a pattern of every other year. Last year the trust didn't receive any money from
221 the town budget. These funds are used for land conservation, outreach, public education, and
222 stewardship. There are three projects currently happening this fiscal year and one will extend
223 into FY27. There are expenses such as appraisals, ecological assessments and legal fees.
224 Monitoring gets into easement defense insurance and with each project that goes up as well.
225 Plans are in place to continue with updating the farm study which is done along with the Center
226 for Rural Studies at UVM. The latest update shows that Charlotte has 80 farms, which is an
227 increase over the last two times the survey was done.

228

229 Town Conservation Fund FY27 Budget Presentation

230 Kate Lampton stated that the Town Conservation Fund guidelines specify that the Charlotte
231 Land Trust will make a recommendation to the Selectboard for the amount of money that is
232 thought appropriate to add to the fund. That recommendation for FY27 is \$25,000, which is less
233 than what used to be recommended but it's felt that if it is done systematically it's sustainable.
234

235 Energy and Climate Action Committee FY27 Budget Presentation

236 Deirdre Holmes stated that the ECAC is proposing a level funded budget for FY27 of \$4,500.
237 This has been the budget amount for at least three years now. The ECAC is focused on
238 expanding renewable energy and other low carbon and energy saving strategies. The committee
239 believes that the budgeted \$4,500 comes back to the town in savings and each year opportunities
240 are found to apply for grants that bring in that much if not more.
241

242 Contract Approval Requests. Discussion, and Possible Action:**243 a. Snow Plowing Contract for Town Hall**

244 Discussion was had regarding the lack of a written proposal from Fortin's Lawncare and
245 Snowplowing.

246 Frank Tenney stated that it's possible that a renewal of last year's contract may have been the
247 plan but with this uncertainty and need for clarification any motion on this will have to be tabled.
248 Carrie Johnson stated that she will look into this further and in the interim Brian and Melissa
249 Fortin have stated that they will continue the plowing despite the contract not being in place for
250 this winter.
251

252 b. Town Report Printing Contract

253 Discussion was had regarding the appropriate number of copies to be printed. Many town
254 residents have been accessing the report on the town website. If any town resident wants a paper
255 copy they can pick one up at the town offices. Last year 150 copies of the town report were
256 printed and this was an ample amount considering there were many copies remaining following
257 Town Meeting Day.

258 Lee Krohn stated that REPRO Printing does great work at a great price and they are offering a
259 fixed price of 2-3 years if the Selectboard would like to do so.
260

261 **MOTION by Lee Krohn, seconded by Lewis Mudge, to approve the proposal from REPRO**
262 **Printing for the printing of the Charlotte Town Report for up to 174 pages for a total price**
263 **of \$1,041.28 for a 3 year contract and authorize the Town Administrator to sign. VOTE: 4**
264 **ayes, 0 nays, 1 absent (Kanner); Motion Carried.**
265

266 Committee Appointments:**267 a. Park and Wildlife Refuge Oversight Committee - Ashley Clark**

268 Jessie Bradley, Co-Chair to the Park and Wildlife Refuge Oversight Committee stated that she
269 supports having Ashley Clark on the committee. She has been attending all of the meetings for
270 over a year, volunteering for the committee and she's also a horseback rider.

271 Ashley Clark stated that she has enjoyed volunteering to help the Park and Wildlife Refuge
272 Oversight Committee for nearly two years. She leases the Mack Farm that is adjacent to the Park
273 and Wildlife Refuge Oversight Committee.
274

275 **MOTION by Frank Tenney, seconded by Lewis Mudge, to appoint Ashley Clark to the**
276 **Park and Wildlife Refuge Oversight Committee for a term ending April 30, 2027, effective**
277 **immediately. VOTE: 4 ayes, 0 nays, 1 absent (Kanner); Motion Carried.**
278

279 **b. State of Vermont Ethics Committee Town Appointment – Town Administrator**
280 No mention of this agenda item.
281

282 **Requests for Proposals to Perform Executive Search for Town Administrator Discussion**
283 **and Possible Action.**

284 Lewis Mudge stated that although he's not necessarily advocating for a Town Manager position
285 it would seem that this might be an appropriate time for the Selectboard to vote on whether or
286 not the RFP should be for a Town Manager or Town Administrator role.

287 Carrie Johnson stated that this is an RFP to find someone to search for an executive employee
288 spot. Whoever bids on this job, VLTC or otherwise, can help facilitate the discussion. The
289 International City Management Association has a lot of educational supports to help town's
290 understand the difference between a Town Manager and a Town Administrator.
291

292 **MOTION by Frank Tenney, seconded by J.D. Herlihy, to approve the request for proposal**
293 **to provide executive search services. VOTE: 4 ayes, 0 nays, 1 absent (Kanner); Motion**
294 **Carried.**
295

296 **Highway Access Permit Discussion and Possible Action**

297 Lee Krohn stated that this HAP application is for a property that has two existing access points,
298 one being residential and one being agricultural. Due to the location of a home placement
299 they're looking to swap usage rights.

300 Frank Tenney stated that the applicants went to the DRB and they requested to have the building
301 envelope in a different location. Due to wetlands being in the middle they can't go from the
302 access to the new location. Since this changes two accesses it should be two HAP applications.
303 Outside of this he expressed his support to the request.

304 Hugh Lewis Jr. stated that he wasn't aware of this HAP application and therefore he hasn't been
305 there to measure the sight distance.

306 All concurred that voting on this HAP application will be tabled until the Charlotte Road
307 Commissioner completes a site visit.
308

309 **Errors and Omission (E & O) 2025 Report, Discussion and Possible Action**

310 Lee Krohn stated that this is from the town's assessor which is done annually with changes in the
311 grand list identified and requires Selectboard approval.
312

313 **MOTION by Lee Krohn, seconded by Lewis Mudge, to accept the Errors and Omission**
314 **Report as presented. VOTE: 4 ayes, 0 nays, 1 absent (Kanner); Motion Carried.**
315

316 **Discussion and Possible Action, Energy Committee Project Proposal Energy**
317 **Modernization Presentation (Solar/Heat Pumps) for Town Properties**

318 Lee Krohn stated that the question was raised of who has the authority to move forward with
319 this. Typically a project of this nature would go to a bond vote that would be a March ballot
320 item and the town would lose the opportunity to take advantage of the incentives which are said

321 to be up to \$70,000. Following consultation with the town attorney it was learned that the
322 Selectboard could authorize moving forward with this project through the bond bank with
323 financing done with an installment loan rather than a bond but with the same net effect. The key
324 difference is that if the town were to fail to authorize that appropriation in a future year all of the
325 equipment would have to be returned to the lender.

326
327 Natalie Kanner joined the meeting remotely.

328
329 J.D. Herlihy received confirmation from Lee Krohn that this is a legal path forward and the
330 resolution was drafted by the town attorney.

331 Lee Krohn stated that the Selectboard has the legal authority to move forward if the majority are
332 in support of it.

333 Frank Tenney stated that it would be prudent to know if there would be need for any payments
334 this fiscal year and if so all should consider where the money would come from to do so.

335 Jim Hodson stated that there are biannual payments in May and November. The rebate portion
336 of this could pay off the first payment and a portion of the second payment and it depends on
337 when the system is up and fielded. Safe harbor would be needed by 12/31/25 which means
338 \$12,000 would need to be spent on physical panels with a contractor and have the contractor in
339 place for the entire project. By the end of June the solar system would need to be operational.
340 The Bond Bank would need to be consulted with for specifics but they have been very flexible
341 with making this work for other towns and it would seem they would be willing to allow for the
342 first payment to be July of 2026 which would be FY27.

343 Lee Krohn stated that there was strong support for the solar panels on the Town Garage and it
344 does support the Charlotte Town Plan.

345 Mary Mead stated that the Repair and Improvement Fund has funds that have already been
346 earmarked. The \$60,000 incentive shouldn't make the Selectboard rush to make this decision
347 without a townwide vote for a project of this economical size and without the agreement with
348 CVFRS.

349 Lee Krohn stated that CVFRS has clearly agreed to allow this and the board has signed off on the
350 concept and it is all pending structural analysis.

351 Jim Hodson stated that in conversations with the Vermont Bond Bank they stated that the
352 \$12,000 needed to be spent on physical panels by 12/31/25 would be retroactively reimbursed as
353 part of the loan.

354 Frank Tenney asked for clarification on the \$12,000 since his document showed a larger figure.

355 Deirdre Holmes stated that it's worth mentioning that although there hasn't been an official vote
356 the ECAC is unanimously in support of giving the remainder of their FY26 budgeted funds to go
357 toward the \$12,000.

358 Lee Krohn stated that there is a corrected version that states the amount to be \$11,037.50. This
359 correction is to show that the Safe Harbor that requires 5% to be spent prior to 12/31/25 only
360 applies to solar panels and excludes the heat pumps. The current estimates for the solar project is
361 \$220,750 and the current estimate for the heat pumps is \$114,500.

362 Natalie Kanner stated that she knows that the rebates may not affect the tax rate but it feels
363 significant to tax payers for the town to spend that amount of money. Another option for the
364 Selectboard is to get the Safe Harbor with the \$12,000 investment and then postpone the majority
365 of the project until Town Meeting Date for a full bond vote.

366 Mike Yantachka stated that as a taxpayer he's in favor in a project that is going to help keep the
367 tax rate lower. In the past there has been lengthy debates at town meetings over amounts as low
368 as \$3,000 in the budget on a line item. The amount of \$67,000 is a significant amount of money.
369 Jim Hodson stated that the town is preapproved for the loan which is a USDA loan and it comes
370 with an incredibly low interest rate at 2.25%. He went on to state that he has concerns with
371 waiting until March as this low interest rate could be lost. When talking about the cost of the
372 loan there is detailed analysis on the cost of the loan and more than two thirds of the cost is
373 covered on a monthly basis by energy savings and the remainder shortage is covered by that
374 rebate making it taxpayer neutral.

375 J.D. Herlihy stated that he would like to know if there would be any savings seen in this current
376 fiscal year.

377 Jim Hodson stated that in the first year there would be roughly \$80,000 to 100,000 savings
378 between electric savings, the incentive and the fuel savings. This estimate comes from the
379 known information which is that there is approximately \$20,000 in electricity and \$12,000 in
380 fuel annually and that combined with the savings of the \$60,000 incentive gives the \$80,000 to
381 \$100,000 savings.

382 Mary Mead stated that she would have to disagree.

383 Tim Post stated that the electric bill last year for the four town buildings and the portion of the
384 town garage not covered by the town garage solar panel production on the town garage was
385 approximately \$25,000 and the fuel was approximately \$12,000.

386 J.D. Herlihy stated that his question was more to understand if there would be any net savings in
387 energy costs in the first fiscal year that ends June 30, 2026.

388 Tim Post stated that the savings wouldn't really start until the solar panels were interconnected,
389 which wouldn't be until the end of May to the start of June.

390 Lee Krohn stated that the understanding is that the Vermont Bond Bank loan will include the
391 \$12,000 and the town would get it back before the next fiscal year.

392 Natalie Kanner stated that she fully supports this project but it would seem that the Selectboard
393 should follow up on the actual electric and fuel costs and therefore actual savings with this
394 project if the town clerk doesn't agree with the stated amounts this evening.

395 J.D. Herlihy stated looking at CVFRS' budget for FY27, energy is \$12,600 so with this in mind
396 it seems that the numbers discussed this evening of \$37,000 for the town buildings energy costs
397 is in alignment. The ECAC has done their due diligence on researching these numbers of all the
398 town buildings.

399 Jim Hodson stated that the ECAC does have actual numbers pulled directly from Patterson Fuels
400 by month for three years. The additional fees of past repairs were stripped out. On the electric
401 side there was a year of transition with the garage solar panels. Jim Hodson stated that Tim Post
402 ran a model and he also ran a model himself and they had Alexa Lewis independently go through
403 each component of the model to make sure all information was incorporated.

404
405 **MOTION by Lee Krohn, seconded by J.D. Herlihy, to authorize the resolution as presented**
406 **with the singular correction of the amount needed for Safe Harbor for the solar panels,**
407 **that corrected number being \$11,037.59. VOTE: 5 ayes, 0 nays; Motion Carried.**
408

409 Natalie Kanner stated that she believes that the Selectboard needs to approve RFPs to go out.

410 J.D. Herlihy stated that a special meeting could take place next week Monday with just this one
411 item on the agenda to approve the draft RFPs.

412 Natalie Kanner stated that she would be comfortable with delegating this to the Selectboard
413 Chair or legal counsel.
414 Frank Tenney stated that it is something that is standard Selectboard practice.
415 Discussion was had with the ultimate decision to have tonight's meeting extended to next week
416 Monday so the RFPs can be reviewed and voted on.

417
418 Natalie Kanner left the meeting.

419
420 **Discussion of Personnel – Executive Session Likely per 1 V.S.A. § 313(a)(3)**

421 **a. Personnel**

422
423 **MOTION by Frank Tenney, seconded by Lee Krohn, to enter into executive session per 1**
424 **V.S.A. § 313(a)(3) for the purpose of discussing personnel and legal issues where premature**
425 **public disclosure may put the town at a substantial risk, I further invite Carrie Johnson**
426 **into this session. VOTE: 4 ayes, 0 nays, 1 absent (Kanner); Motion Carried.**

427
428 **MOTION by J.D. Herlihy, seconded by Lewis Mudge, to exit out of executive session.**
429 **VOTE: 4 ayes, 0 nays, 1 absent (Kanner); Motion Carried.**

430
431 J.D. Herlihy stated that action was taken during the executive session. The Selectboard received
432 a complaint against personnel and pursuant to the town's policy the Chair is going to respond to
433 the complainant about the actions taken by the committee.

434
435 **Signing of Warrants**
436 **(No mention of signing of warrants.)**

437
438 **MOTION by Lee Krohn, seconded by Frank Tenney, to continue this meeting to next**
439 **Monday at 7:00 p.m. at the Town Hall for the singular purpose of reviewing and approving**
440 **an RFP for the Energy Modernization Project. VOTE: 4 ayes, 0 nays, 1 absent (Kanner);**
441 **Motion Approved.**

442
443 The meeting was concluded for this evening at 10:21 p.m. and is to be continued next week
444 Monday at 7:00 p.m.

445
446 Minutes respectfully submitted by Brooke Milo, Minute Taker.
447 Edits by Carrie Johnson, Interim Town Administrator.