

46 **MOTION by Natalie Kanner, seconded by Frank Tenney, to approve the consent agenda**
47 **for January 6, 2025, as presented. VOTE: 4 ayes, 0 nays, 1 absent (Devine); Motion**
48 **Carried.**

49

50 **Approval of Warrants to Pay Bills**

51 Warrants were signed.

52

53 **Selectboard & Town Administrator Updates**

54 **a) Jim Faulkner – Spear Street Repair Project**

55 James Faulkner stated that the slough portion of the Spear Street project is finished and it was
56 done exceptionally well. Tomorrow SD Ireland will be coming in to lay the cement. Things are
57 moving along well in general.

58

59 Kelly Devine arrived at the meeting in person at 6:37 p.m.

60

61 **b) Nate Bareham – Committee Grant & Accounting Practices**

62 Nathaniel Bareham stated that an update for the Selectboard and all committees and commission
63 members is that there are some additional procedures for grant administration. A copy of the
64 form that was shared with him will be implemented rapidly. The second thing is that there was
65 an email sent out last May to help committees and commissions to collaborate. He went on to
66 state that this email was to make sure that we are all operating under the same pretense, such as
67 open meeting law procedures etc. This email will be sent out again as a reminder of these things
68 and to make sure that all are aware of the requirements of Vermont state statute as well as our
69 local policies and procedures. Nathaniel Bareham stated that the third update is mandatory
70 ethics training. There has been a legislative update where municipal officers are now required to
71 take certain ethics trainings that has also been extended to quasi-judicial committees and
72 commissions. He went on to state that he will be sending out an email to any applicable
73 municipal officers or committee or commission members who are required to take that training.
74 This will be kept on record in the Town Hall.

75

76 **Public Comment**

77 None

78

79 **Committee Article Requests, and Presentations:**

80 James Faulkner explained that there won't be discussion from the Selectboard regarding the
81 presentations. This time is just to allow for the presentation of the information of the budgets
82 and it will be discussed further at next week's regularly scheduled Selectboard meeting.

83

84 **a) Recreation Commission**

85 Julie Phelps, Maura Wygmans and Brandon Tieso reviewed the Recreation Infrastructure,
86 Maintenance & Capital Asset Planning document that is included in tonight's meeting packet.
87 Julie Phelps stated that the projects completed during FY24/25 were the bathhouse septic
88 replacement at \$14,290 covered by a grant, playground wood chips at \$950 covered by beach
89 maintenance funds, tree removal at \$4,100 covered by the Tree Warden budget, minor court
90 repair with no cost since it was covered by the Advantage Tennis warrant and new picnic tables
91 at \$865 covered by beach maintenance funds. She went on to state that the planned/budgeted for

92 repairs and maintenance projects for FY25 include the rink electrical box & pedestal repairs –
93 \$6,200 (R & I Fund), beach access stair repairs – \$10,000 (R & I Fund), bath house interior
94 repainting – \$1,000 (beach maintenance), minor court repair – \$0 (warranty), recreation storage
95 shed replacement – \$6,000 (R & I Fund). Julie Phelps stated that the anticipated repairs and
96 maintenance projects include updating the skating rink lighting to LED, the beach parking lot
97 will need to be graded and will need new gravel, the slide on the playground needs repair and the
98 dock floats that have been found need repair.

99 Discussion was had regarding the past Recreation Director, Nicole Conley’s plan to replace one
100 light per year at the skating rink due to the expense.

101 Julie Phelps stated that there has been one light replaced so far. The cost for each light is \$600.
102 There are five lights left needing to be repaired.

103 Julie Phelps stated that other anticipated repairs and maintenance projects include replacing
104 rusted grills, improving court perimeter drainage, baseball field repairs, replacing disc golf tees
105 and bathhouse roof repairs.

106 Kelly Devine asked if the Recreation Commission has a plan built into the budget that shows the
107 lifespan of things and likely timelines for replacement.

108 Julie Phelps stated that what they’re trying to do is prioritize needs of the town beach and
109 accomplish them accordingly. The Charlotte Recreation & the Recreation Commission would
110 like the town’s support to embark on a long-term capital project which would be to build an
111 ADA accessible bathhouse & pavilion at the Charlotte Town Beach. The estimated cost to
112 renovate/replace the bathhouse and pavilion is roughly \$750,000. She went on to state that
113 currently there is no place to take shelter during inclement weather. The plan involves
114 generating the required 50% match funds so that they can apply for the ANR Land and Water
115 Conservation Fund grant. Town support is needed for this multi-year comprehensive plan to
116 renovate the bathhouse. This match is envisioned to be accomplished through multiple avenues
117 of fundraising such as a fundraising drive and through fundraisers like the soccer jamboree etc.
118 The Recreation Department and Recreation Commission would like to put out an article to the
119 town for funding through the Capital Fund as well.

120 Discussion was had regarding the recreation funds that are generated through fundraising and in
121 general all goes to Mary Mead and the funds get put into the Capital Reserve Fund. A specific
122 amount of money could be earmarked for this project.

123 Laura Wygmans stated that she is a licensed Architect in the state of VT and she runs a design
124 build company with her husband. In her professional opinion the bathhouse is declining and in
125 need of renovations. It doesn’t meet ADA accessibility standards or the needs of the diverse
126 population of Charlotte residents which includes mobility impaired folks and gender diverse
127 folks. She went on to review from the Recreation Infrastructure, Maintenance & Capital Asset
128 Planning document all of the shortcomings that make the bathhouse not ADA accessible. The
129 Recreation Department and Recreation Commission are asking the Selectboard to approve an
130 Article dedicating \$40,000 to the Recreation Capital Fund for an ADA Accessible Bathhouse &
131 Pavilion. Maura Wygmans went on to state that the Recreation Department generated roughly
132 \$44,000 in revenue and this was done each year, the past three years. Funds could be raised for
133 the matching grant in three to five years if the annually dispersed funds from the Capital Reserve
134 Funds of \$40,000 was achieved along with fundraising.

135 Frank Tenney stated that an article can’t be approved by a Selectboard for multiple years. It’s
136 for one year only. Mary Mead concurred.

137 Brandon Tieso stated that the neighboring town of Shelburne has a town beach with a bathhouse
138 that is beautiful and it cost them \$750,000 and took them eight years to complete. He reviewed
139 the draft concept budget in the Recreation Infrastructure, Maintenance & Capital Asset Planning
140 document that showed soft costs/engineering fees to be \$40,000, building costs to be \$625,000,
141 landscaping to be \$25,000 and with a 10% contingency amount of \$60,000 giving a grand total
142 estimate of \$750,000.

143

144 Lewis Mudge arrived at the meeting in person at 6:56 p.m.

145

146 Brandon Tieson went on to state that the Recreation Commission requests additional funding to
147 complete the seasonal beach access ramp to be located north of Holmes bridge. This ramp
148 improves access to the water for various recreational activities and visitors. The estimated cost is
149 \$20,000 and would come from the Recreation Capital Improvement Fund.

150 Maura Wygmans read the article. Discussion was had regarding optimal language for the article.
151 Maura Wygman stated that the example of the pavilion in Shelburne is simply a covered 16' by
152 16' area in front of the bathhouse. The Shelburne folks call their pavilion the front porch of the
153 bathhouse.

154 Discussion was had regarding potential layouts for the bathhouse. The Shelburne town beach
155 bathhouse was defined as a good example of what the Recreation Commission is envisioning.
156 Photos were provided.

157 Kelly Devine received confirmation that the Selectboard can actually grant these funds to the
158 Recreation Department from the Capital Reserve Funds. It doesn't have to go out for a town
159 wide vote.

160 Natalie Kanner received confirmation that the Recreation Department is still \$40,000 to \$50,000
161 short for their 50% matched funds.

162

163 **b) Trails Committee**

164 Members of the Trails Committee, Jack Pilla, Richard Hendrickson, Chris Boffa and Larry
165 Sommers presented and shared slides of the Article Funding to Support Development of the
166 Charlotte Town Link Trail, 2025 document. This is in tonight's meeting packet.

167 Jack Pilla gave a review of the background of the development of the Charlotte Town Link Trail
168 and how it was added to the town plan back in the 1990s. The goal of the Town Link Trail is to
169 connect the town trails in order to create a trail network connecting the Town Beach, West
170 Charlotte, Mt Philo State Park and East Charlotte. Currently the Trails Committee is working on
171 the Route 1/Phase 1.

172 Richard Hendrickson reviewed all portions of the trail that have been completed. The
173 trails consist of different types; gravel, dirt and mowed grass. It will take time to get all the trails
174 to the envisioned specification. A map within the shared Article Funding to Support
175 Development of the Charlotte Town Link Trail, 2025 document was reviewed showing the area
176 of trail that will be completed with the funding from the Article if approved and with the Trails
177 Reserve Funds. The Article is requesting \$62,000 and \$33,046 would be used from the Trails
178 Reserve Fund for the completion of this section of trail which comes to a grand total of \$95,046.
179 This would leave about \$20,000 in the Trails reserve Fund for other trail improvements.

180 Jack Pilla stated that they applied for a \$40,000 state grant to do trail maintenance work to the
181 trails. If the funds are granted it wont be until July.

182 Chris Boffa stated that a plan for building this section of trail has been made with the use of

183 VTrans guidelines for gravel type and depths, signage and safety protocol. Hugh Lewis Junior
184 was involved in this planning as well and they have implemented his input into the final
185 planning. All of his concerns were addressed accordingly. He agreed that the estimated costs for
186 this project were on target. Chris Boffa went on to state that the plan includes the trail stopping
187 and starting outside of the RR crossing right of way. Currently there is a standard RR crossing
188 that people have been going across at that section of Ferry Rd on bike and foot for years. This
189 project brings the trail outside the right of way and the construction includes placement of
190 bollards and signage in order to give all the highest degree of safety. Pedestrians would cross the
191 RR tracks the way they have always done.

192 James Faulkner stated that once the trail is placed at the location of crossing the RR tracks the
193 town of Charlotte becomes liable. He went on to stress that a professional engineer needs to be
194 involved in this process due to this fact.

195 Chris Boffa stated that an engineer is included in the budget for this project. He highlighted, that
196 the plan for this section of trail is to end and begin outside of the railroad right of way.

197 Jack Pilla stated that the budget includes funds for an engineer under the category of design work
198 and plans for RFP.

199 Jack Pilla stated that the ask for \$10,000 is to be part of the annual operating budget to do trail
200 maintenance. This is an amount that will be asked for annually to keep on top of the trails
201 conditions as more trails are built.

202 Discussion was had regarding the Trails budget in general, the popularity of the trails and the
203 large amount of work done by volunteers historically.

204 Kelly Devine stated that it's important for town residents to remember there is a cost to all the
205 wonderful things we want for this town and when these things get approved they need to also
206 keep in mind that it effects the town budget. If they vote in favor of all these articles that have a
207 direct impact on the budget they need to also vote in favor of the town budget.

208 Frank Tenney stated that several committees are all increasing there budgets this coming fiscal
209 year. Not many are level funded.

210 Kelly Devine stated that the town is facing a 22% increase in the cost of health insurance.

211

212 **Selectboard Budget Review with the Town Treasurer and Town Administrator**

213 The Budget Report document was reviewed and is included in tonight's meeting packet.

214 Mary Mead stated that and there are just a few changes to the revenue side of the town budget
215 since the last review with the Selectboard.

216

217 Mary Mead stated that under the category, Planning and Zoning the line item, P&Z Grants has
218 been zeroed out since it seems that the grant was never written.

219 Nathaniel Bareham stated that the intent is to apply for this Grant in March but it is unknown if it
220 will be approved.

221

222 Mary Mead stated that the Recreation revenue was increased from \$49,490 to \$65,870 with the
223 return of the Drivers Education Instructor.

224

225 Mary Mead stated that it is still unknown as to what will be made from village wastewater use.
226 This fiscal year the town has already collected \$3,000 but that is just in connection fees and it's
227 hard to predict how many connections will come in during the next fiscal year. She went on to
228 state that leaving the amount at \$3,000 is appropriate for the Village Wastewater Fees line item.

229

230 Discussion was had regarding the Town's Revenue Budget under the category, Senior Center the
231 line item Senior Center Miscellaneous is zeroed out. The Friends of the Senior Center is not
232 donating those funds this year. The reason is unknown.

233 Nathaniel Bareham stated that he will check in with the Friends of the Senior Center this
234 Wednesday to find out why.

235

236 Mary Mead reviewed the Town's Expense Budget. She stated that under the category
237 Selectboard the line item, Legal Fees is \$35,000 and this sum seems too low. The legal fees for
238 FY24/25 were at \$52,000 in October.

239 Kelly Devine stated that the high legal expenses are from the Spear Street construction, the
240 Union negotiations and the fact that there have been more initiative petitions.

241 Nathaniel Bareham stated that the majority of the legal fees that the town is seeing right now is
242 from the tax appeal and the town is currently in the middle of this. Union negotiations will likely
243 conclude prior to the next fiscal year.

244 Discussion was had regarding an appropriate amount for the line item, Legal Fees for FY26.

245 Kelly Devine stated that the line item, Legal Fees should be budgeted for \$75,000 based on the
246 recommendation of the Town Clerk.

247 All concurred.

248

249 Mary Mead stated that the line item Human Resources Consultant should be removed.

250 Kelly Devine concurred.

251

252 Kelly Devine stated that she would like to see the COLA added in just for a placeholder.

253 Mary Mead stated that she will have the 3% adjustment made for the wages by the next
254 Selectboard meeting.

255

256 Mary Mead stated that under the category, Planning and Zoning the line item, Intern Stipend,
257 which should be removed since it's never been used and there is no Town Planner to supervise
258 them. She went on to state that the Town Planner is still an expense line item since the decision
259 has not been made yet on what to do about this absent role.

260

261 Mary Mead stated that under the category, Assessor the line item, Contract Appraiser is set at
262 \$34,800 which is the same as last year's contract with NEMRC for the Assessor work. The line
263 item, Lister Card Online Service is still unknown. The line item, Computer Software is \$235.
264 The line item, Marshall Swift Service Contract is \$795.

265

266 Kelly Devine stated that in regard to the category Employee Benefits, she has concerns that the
267 taxpayer doesn't understand the true cost of running the Town Library and it would make sense
268 to take the expense of the Town Library employee's benefits and put them in the Town Library
269 budget to provide this clarity.

270 Mary Mead stated that the tax payer has voted in favor of the Town Library budget repeatedly
271 and that has always included their staff salaries and they are obviously getting the same benefits
272 as the other town employees. She does not and will not separate them out. Just the same all that
273 information will be provided as it has been.

274

275 Mary Mead stated that the changes to town employees' salaries due to COLA will be child
276 contribution tax, which is small, SS, retirement and the MEDI expense. The health insurance is
277 looking at the actual plans that the employees have chosen.

278 Nathaniel Bareham stated that the US Bureau of Labor Statistics provides information on COLA
279 and we look at two sources, the Northeast Region and the New England Region. It looks like it
280 is 3.2% at this time.

281
282 Discussion was had regarding the current employee's benefits based on their health plan choices
283 and premiums associated with the health plan for January 2025 to June 2025.

284 Nathaniel Bareham stated that depending on the Union negotiations it is possible that changes to
285 health plan contributions may go into effect by the start of next fiscal year.

286
287 Mary Mead stated that under the category, Town Lands there is a new line item, Town Garage
288 Mowing, which is budgeted for \$1,800.

289
290 Nathaniel Bareham stated that the Tree Wardens are recommending the line item, Tree Care
291 Treatments be zeroed out but they are recommending that additional money be put into the Tree
292 Fund to cover the cost of any trees that may need to be removed.

293
294 Mary Mead stated that under the category Town Garage the line item, utilities needs to be
295 adjusted since the bill for November/December has been received and there was a substantial
296 difference. The monthly bills had been around \$35 but this last bill was about \$300.

297 Mary Mead stated that the Town Hall, Town Garage and Senior Center utility line items will
298 need to be looked at and will be adjusted for the next Selectboard meeting.

299
300 Mary Mead stated that under the category Recreation there is a line item, Beach Attendants and
301 there has been discussion of simply making this one line item for all beach attendants and she is
302 fine with this change.

303 Mary Mead stated that the Recreation Department is requesting that a Beach Manager position
304 be filled for 30 hours per week at \$20/ hour for a total of 17 weeks. She feels this is unnecessary
305 since the Beach Manager is part of the Recreation Director's job description.

306 Natalie Kanner stated that she would be curious to know what the Recreation Department was
307 looking for with the Beach Manager Position that is different than what Zach Kanner provides in
308 his role as a Beach Attendant.

309 Further discussion was had regarding the rationale for the Recreation Department's request for a
310 Beach Manager. Nathaniel Bareham will speak with the Recreation Director regarding this for
311 clarification.

312 Mary Mead stated that the new slide for the beach could come out of the Recreation Capital
313 Fund.

314 Mary Mead stated that the Recreation Program Expense has increased from \$27,800 to \$44,000
315 with the addition of the Drivers' Education Teacher.

316
317 Mary Mead stated that under the category Conservation she recommends zeroing out the \$300
318 expense listed under the line item, Education & Outreach since they have their Special Fund,
319 with a current balance of \$1,711 that can be used for this.

320 James Faulkner and Lewis Mudge concurred that the \$300 should be taken out of the expenses.

321

322 Mary Mead stated that there is a new line item under the category Town Hall and that is the line
323 item, Snow Removal which is \$900.

324 Nathaniel Bareham stated that it is known that it will cost \$10,000 for necessary computer
325 replacements and he is waiting for a final number from Tech Group for the cost of replacing the
326 server. He will provide this information at the next Selectboard meeting.

327

328 Mary Mead stated that under the category, Senior Center, the line item for Trash Removal needs
329 to be increased since CVFRS is once again billing for trash removal at \$160/month. This is
330 something that was ceased during the pandemic. She recommends increasing this amount from
331 \$600 to \$2,520.

332 Discussion was had regarding seeing this on the revenue side of CVFRS' budget.

333 Mary Mead stated that she will look into the line item, Energy since the amount could potentially
334 be reduced since the solar panels are bringing in a savings. She will look into this and have the
335 information at the next Selectboard meeting.

336

337 Mary Mead stated that under the category Miscellaneous the line item, Trails Committee was
338 originally \$12,500 and she recommends returning the amount to \$1,500. Trails maintenance
339 usually comes out of the Trails Special fund and not this line item.

340 Discussion was had regarding the Trails Committee and how they historically completed trail
341 maintenance to the trails by using the funds out of their reserve.

342 Frank Tenney stated that he feels that the \$10,000 should be added to the \$40,000 Article or the
343 Trails Committee should be using a portion of the \$40,000, if they are granted this request with
344 the town vote for the trail maintenance.

345 All agreed that the change from \$1,500 to \$10,000 was a drastic change and not the right area in
346 the budget for this figure.

347

348 Mary Mead stated that the official amount for County Tax is unknown at this time but it will be
349 somewhere around \$45,000.

350

351 Mary Mead stated under the category, Transfer to Reserve Fund the Selectboard could decide to
352 transfer whatever amount seems appropriate to the Trails Fund and not put out an article.

353 Mary Mead stated that the Trails Committee averages around \$5,000 to \$9,000 in donation per
354 year.

355 Kelly Devine and Natalie Kanner stated that a certain amount of money should be in the budget
356 to take care of the town's trails. All concurred.

357 Mary Mead stated that in the past, year after year, \$5,000 was transferred to Trails. At this point
358 in time \$10,000 is in the budget for line item Transfer to Trails under the category, Transfer to
359 Reserve Fund.

360 Mary Mead stated that under the category, Transfer to Reserve Fund, the line item Transfer to
361 Tree Fund is \$2,910. Mary Mead is recommending the amount of \$5,000 to \$8,000 be
362 transferred to the Tree Fund. James Faulkner and Frank Tenney concurred that \$8,000 was an
363 appropriate amount.

364

365 Mary Mead stated that if the Selectboard decides to grant the Fire & Rescue what they asked for
366 it would be a transfer to Fire & Rescue Capital of \$15,000 and that would make their

367 appropriation amount \$1,020,246.00. The appropriation is basically a donation each month and
368 it is up to the Selectboard what that amount is.

369
370 Mary Mead stated that the category, Repair and Improvement Fund has a balance of \$73,663.

371 The amount earmarked to date for the Senior Center Roof is \$44,563. There seems to be
372 \$10,000 for the Beach Stairs and \$5,000 for the Museum Roof.

373 All concurred that the \$5,000 for the Museum Roof was to be covered by a donation.

374 Mary Mead stated that there is \$54,563 that is spoken for of the Repair and Improvement Fund
375 and \$17,000 remaining that can be designated for another project.

376 Discussion was had regarding the \$6,100 that was approved to come out of these funds for the
377 electrical repairs at the town skating rink.

378 Mary Mead stated that this makes \$60,663 that is spoken for and \$13,000 remaining. She went
379 on to state that she doesn't recommend transferring \$80,000 to the Improvement and Repair
380 Fund and she doesn't recommend putting \$60,000 in for the Senior Center Roof. They have the
381 Friends of the Senior Center that can assist them.

382 Extensive discussion was had amongst the Selectboard and Mary Mead regarding the
383 Improvement and Repair Fund until an amount of \$40,000 was agreed upon to transfer to the
384 Improvement and Repair Fund with \$20,000 allocated for the Senior Center roof and \$20,000 for
385 Emergency Repairs.

386

387 Discussion was had regarding granting CVFRS all that they are asking for financially or not. It
388 was decided that the town budget needs its updates and then this question can be looked at again
389 and discussed in the next couple of meetings.

390

391 Nathaniel Bareham stated that under the expense budget category Miscellaneous the line item
392 Traffic Enforcement is \$35,000. The town has historically contracted traffic enforcement
393 services for 8-9 hours a week. In July the Selectboard expressed interest as a whole in having
394 more hours in the contract since there was such positive feedback. In the Town's Revenues
395 budget under the category Court Fines and under the line item Court Fines-highways, FY24 there
396 was \$9,915.13 and FY25 the town is on track with estimated \$10,000.

397 Kelly Devine and Lewis Mudge concurred that it's not in the budget to increase the hours of the
398 contract this year.

399

400 **Discussion, and possible action, on the Town Planner job description and vacancy**

401 Kelly Devine stated that she is in favor of a small committee being established that would clarify
402 the needs for this position such as the ability to do grant writing, policy and planning work.

403 It would make sense to be open minded to a Town Administrator Assistant vs a Town Planner.

404 James Faulkner stated that he feels this is straight forward and he's not in favor of forming a
405 small committee as these small committees take up time. The position needs to include; town
406 planning, assisting Nathaniel Bareham and grant writing. He went on to state that he knows of a
407 candidate that is capable.

408

409 Nathaniel Bareham stated that his intent is to reach out to members of the DRB, PC, as
410 well as the Town Hall staff, in order to come up with what is truly needed for this role.

411 James Faulkner stated as long as it can get done in a timely fashion.

412 Bill Stuono stated that Charlotte doesn't have the traditional needs for a Town Planner, with very

413 little commercial space and no water and sewer. In Williston they have a special dedicated
414 Conservation Planner. There are towns similar to the size and needs of Charlotte that have one
415 person in their Planning and Zoning department. He went on to state that in Westford one person
416 runs that department and they have part time office hours. The town of Ferrisburgh has two
417 employees total. He urged the Selectboard to keep in mind the joint meeting that is coming up
418 with CCRPC, the DRB and the PC. This is a great topic for this meeting so these groups can sort
419 out what the Planning and Zoning department needs. Bill Stuono went on to state that Rebecca
420 Kaplan's role may need to change and it's possible that the two full time employees are enough
421 for the P & Z department. If Nathaniel Bareham needs help than a part time Administrative
422 Assistant should be hired.

423 Discussion was had regarding a possible plan going forward.

424 Kelly Devine stated that she would work with Nathaniel Bareham and Frank Tenney on this.

425 Nathaniel Bareham stated that January is a very busy month for him.

426 Further discussion was had regarding how to collect the information for the job description and
427 who could facilitate this gathering of information.

428 Charles Russell stated that it seems as though it's not cost effective to be paying \$60/hour to the
429 CCRPC vs having someone in house that could do this work. It's important to figure out what is
430 needed by Nathaniel Bareham, the PC and the DRB. He went on to state that the plan before
431 Larry Lewack left was to have a consultant help out with the town plan and a grant was supposed
432 to cover the expense. It's unknown if this is still the plan.

433 Discussion was had.

434 Frank Tenney and Natalie Kanner will collaborate and gather information from the Conservation
435 Commission, the PC and the DRB. They will do this and consult with Nathaniel Bareham to
436 create a job description to be completed by January 27, 2025, which is the second regularly
437 scheduled Selectboard meeting in the month of January.

438

439 **Evaluation of a Public Officer – Possible executive session per 1 V.S.A. § 313(a)(3)**

440

441 **MOTION by Kelly Devine, seconded by Natalie Kanner, to enter into executive session for**
442 **the evaluation of a public officer pursuant to 1 V.S.A. § 313(a)(3). I further invite Nathaniel**
443 **Bareham, Town Administrator into this session. VOTE: 5 ayes, 0 nays; Motion Carried.**

444

445 **MOTION by Frank Tenney, seconded by Kelly Devine, to exit out of executive session.**

446 **VOTE: 5 ayes, 0 nays; Motion Carried.**

447

448 Kelly Devine stated that no action was taken.

449

450 **Adjournment**

451

452 **MOTION by James Faulkner, seconded by Lewis Mudge, to adjourn. VOTE: 5 ayes, 0**
453 **nays; Motion Carried.**

454

455 The meeting was adjourned at 10:07 p.m.

456

457 Minutes respectfully submitted by Brooke Milo, Minute Taker.

458 Edits by Nathaniel Bareham.