

**CHARLOTTE SELECTBOARD MEETING**  
**Monday, September 9, 2024**  
**Charlotte Town Hall 159 Ferry Road and via teleconference**

**SELECTBOARD MEMBERS:** *In person:* James Faulkner, Chair; Frank Tenney, Vice Chair; Lewis Mudge, (remote & in person); Natalie Kanner; Kelly Devine

**ADMINISTRATION:** Nathaniel Bareham Town Administrator

**OTHERS:**

**In person:** Scooter MacMillan, Moe Harvey, Rachel Daley, Carrie Spear, Dexter Mahaffey, Julian Phelps, Maura Wygmans, Charles Russell, Emily Vatis, Joanna Rangkin

**Remote:** Carrie Spear, Mike Yantachka, Nancy Faulkner, Paul Plante, Tanna Kelton, Alexa Lewis

**AGENDA ITEMS:**

- 6:30 PM Adjustments to the Agenda
- 6:31 PM Approve Warrants to Pay Bills
- 6:35 PM Selectboard and Town Administrator Updates
- 6:40 PM Public Comment
- 6:45 PM Discussion, and possible action, on authorizing a crosswalk between the Charlotte Post Office and Senior Center
- 6:55 PM Opening, and possible action, on bids for the removal of trees at the Town Beach.
- 7:05 PM Discussion, and possible action, on authorizing unbudgeted expenses for:
  - 1. The removal of trees at the Town Beach.
  - 2. The purchase and installation of Charlotte welcome signs.
- 7:20 PM Discussion on how to improve public outreach and communication.
- 7:35 PM Discussion of the budget process for FY26.
- 7:50 PM Discussion, and possible action, on adopting a Handbook for Town Committees & Commissions.
- 8:00 PM Discussion, and possible action, on a bargaining unit proposed by the AFSCME Council 93 – Possible Executive Session per 1 V.S.A. § 313(a)(1)(F)
- 8:20 PM Evaluation of a public officer – Possible executive session per 1 V.S.A. § 313(a)(3).
- 8:40 PM Approve Meeting Minutes for July 29, 2024, and August 26, 2024.
- 8:45 PM Adjournment

**Call to Order**

James Faulkner called the meeting to order at 6:34 p.m.

**Adjustments to the Agenda**

Natalie Kanner stated that the Recreation Commission has requested the number of members for this Commission be reduced to seven from nine. She went on to state that she would like this topic added to tonight's agenda.

James Faulkner stated this can be added to the agenda at 6:35 p.m.

**Approve Warrants to Pay Bills**

Warrants were signed.

**Selectboard and Town Administrator Updates**

Nathaniel Bareham stated that he will report as soon as he hears from the Agency of Natural Resources regarding the permit for Spear Street.

**Reduction of the number of Recreation Commissioners from nine to seven**

Natalie Kanner stated that the Recreation Commission as a whole has asked that the Selectboard reduce the number of Recreation Commissioners that make up the Recreation Commission from nine members to seven members. There are currently seven Commissioners and it's a challenge to recruit nine Commissioners. It's also a challenge to make a quorum with nine Commissioners.

Kelly Devine suggested that there may be some process that needs to be done to change the number from nine to seven. It's possible that it needs to be warned.

Nathaniel Bareham stated that he isn't aware as to why it was set at nine to begin with.

Frank Tenney stated that he doesn't know of any state statute that has a requirement of nine Commissioners for the Recreation Commission so he would also like to understand why it was set at nine in the first place.

Kelly Devine stated that it should be added to the next Selectboard meeting's agenda in order for it to give people a chance to weigh in before a vote is taken on the matter.

Kelly Devine stated that this and the Planning Commission could be added to the next Selectboard meetings agenda. One of the members of the Planning Commission has submitted a resignation and therefore the PC is at six Commissioners now.

Nathaniel Bareham stated that due to an error on his part Vermont Commons School isn't on the agenda tonight. There is a requirement under the DRB decision that Vermont Common Schools seek Selectboard approval for any large scale school event. Dexter Mahaffey had initially reached out to get the Selectboard approval for an event that will be happening in October. The Selectboard hasn't made a decision as to how that approval should be given since the DRB decision says that the Selectboard shall approve or as designated. There has been no designation as of yet.

Dexter Mahaffey stated that the ZBA decision states they must inform the neighbors and seek approval from the Selectboard. A year ago, they reached out to seek approval and at that time the Town Administrator, Dean Bloch stated that they were meeting that requirement by seeking approval with their contact. He went on to state that the exact language under Decision and Conditions states; "for events larger than fifty people the applicant shall notify the adjacent neighbors and seek approval from the Selectboard or as the Selectboard chooses to delegate". Discussion was had regarding process for this approval.

James Faulkner stated that this can be delegated to the Town Administrator going forward following this approval once procedure is clarified.

Dexter Mahaffey stated that this event is the annual fall gathering for parents and students. It takes place after fall volleyball games and it entails of sharing of cider and socializing. Port-o-lets will be available.

All concurred that the Event Application that goes through the Recreation department could work for this process.

Dexter Mahaffey stated that he will have the application turned in by tomorrow and will be back for the next Selectboard meeting in two weeks to discuss the approval of the application. There are shuttle busses and there is an overflow parking area on the site plan.

### **Public Comment**

Joanna Rangkin stated that she would like to request that the Charlotte Selectboard review and vote on the resolution that asks our Congressional Delegation to ask the Air Force to change the mission of the Vermont Air National Guard. The F35 jets effect the residents of the towns in the region around the airport and they're finding the harm, particularly to children, is much more widespread outside of the region around the airport. She went on to state that the resolution has been passed by Burlington City Council, the Winooski City Council and it's on the table in South Burlington and it's been communicated to most of the Selectboards in the county. The request also includes that the result of the vote be communicated to the Congressional Delegation as well as to Burlington City Council, Winooski City Council and South Burlington City Council who would directly negotiate with the Congressional Delegation.

James Faulkner stated that this topic can be added to the agenda of the next Selectboard meeting.

Kelly Devine stated that she will have to recuse herself if this comes before the board.

Rachel Daley stated that she would like to know why the draft minutes from the last Selectboard meeting don't reflect the application process for folks to be in the Inclusivity Working Group. If there is solicitation for public input and it's not in the draft minutes how is word getting out? She went on to state that she would also like to know the criteria for selecting the members of the Inclusivity Working Group.

James Faulkner stated that Public Comment is for comments to make the Selectboard aware of a topics that a citizen would like to be discussed during the next meeting not for discussion to occur between the citizen and the Selectboard in the moment of Public Comment. He went on to state that the Inclusivity Working Group is in process.

Natalie Kanner stated that she would like to answer the questions without getting away from the process of Public Comment. The application to be a member of the Inclusivity Working Group in now on line. It's on the town website and it's on Front Porch Forum and there are instructions there. She went on to state that there is also the proposal for the Inclusivity Working Group there as well and this proposal was presented on at the last meeting and was approved by the Selectboard. It clarifies the mission, purpose and structure of the Inclusivity Working Group. The way the members will be selected is that the applications will be completed and submitted to Nathaniel Bareham and then the Selectboard will have the opportunity at the September 23, 2024, meeting to review the applications received and select the members. Natalie Kanner stated that she has personally reached out to some of the community leadership in various places; the church, Clemmons Family Farm. She has been in touch with Out In The Open, which is an LBGTQIA plus organization for disenfranchising rural LBGTQIA individuals to see how they might recommend how to access some of those individuals to see if they are interested in membership. We are going to do the best that we can to create a group that has as many different factions as we have available to us.

Rachel Daley stated that she has heard that some of the working groups of the past have fizzled out and she wonders if the Inclusivity Statement could be put on the ballot just in case the Inclusivity Working Group were to be shelved.

Carrie Spear stated that she spoke with Dexter Mahaffey and she has offered some assistance with their parking for events in the future. She went on to state that she will be back on September 23, 2024, to discuss the tractor parade and it's logistics.

**Discussion, and possible action, on authorizing a crosswalk between the Charlotte Post Office and Senior Center**

James Faulkner stated that the planning for this has been in the works and Nathaniel Bareham has been a tremendous help with this planning.

A map of the plans were shared and are also available in tonight's meeting packet.

Kelly Devine stated that the plan to have a diagonal crosswalk that goes in front of the roadway entrance to the Senior Center looks dangerous to her since cars could be turning in and out of there.

James Faulkner stated that the reason for the diagonal crosswalk is because a straight across crosswalk from the Post Office location shown on the map would lead to a ditch on the other side of the road. The ditch comes up almost to the side of the road and it has a culvert as well since there is so much water drainage in that area. The crosswalk plans show the crosswalk going from the Senior Center to the end of the roadside Post Office parking strip which is an area that is prepared for a walkway. The side that's on the Senior Center side of the road as seen on the plan's map could have a pre-made landing placed there.

Frank Tenney stated that it seems it could go across from CVFRS.

James Faulkner stated that there was push back from CVFRS with the idea of having the crosswalk ending at the CVFRS building despite that not being their property.

Natalie Kanner received confirmation from James Faulkner that there are no VTrans guidelines for the angle of the crosswalk that require adherence.

James Faulkner stated that parking is a huge problem at the Senior Center and consequently folks end up parking along the roadway that goes into the Senior Center and out behind the Town Hall. The request for this crosswalk comes from the Senior Center. There have been reported concerns by CVFRS regarding the automobilists parking along the road next to CVFRS in the right of way. These automobiles could potentially block vehicles. This request is to make it safer for folks that visit the Senior Center and for those that work and volunteer there.

Kelly Devine stated that she knows that this has been requested by the Senior Center as they have requested this in person at past Selectboard meetings but she wonders if any other residents of the town have expressed interest in this crosswalk.

Maura Wygmans stated that she is a resident in the village of Charlotte and she knows that there has been a lot of support for crosswalks in general in the village. The diagonal design of the crosswalk seems unusual and it seems it could go straight across with another crosswalk for pedestrians to walk across the road that leads to the Senior Center.

Discussion was had regarding the expense to the town with the need for repainting once done and signs on either side. The discussion included whether or not the Senior Center would share in the cost or not.

James Faulkner stated that the cost will be \$140 for the two signs in either direction along with the cost of the painting of the crosswalk itself. The Friend's of the Senior Center would likely assist with the cost.

Nathaniel Bareham stated that during the site visit it was determined that the driveway to the Senior Center sufficed as a landing for the crosswalk so that wouldn't need to be configured in at this point. The only concerns for this crosswalk to be compliant is that the trees on the west side of the Senior Center driveway would need to be trimmed back.

Discussion was had regarding the crosswalk leading to a roadside parking area in front of the Post Office.

Kelly Devine stated that there is a need to make sure that this is safe. Creating this crosswalk creates both a liability to the town and an assumption to the pedestrian that the use of this crosswalk is safe.

Nathaniel Bareham stated that it was recommended by Sai Saripalli, study engineer from the Chittenden County Regional Planning Commission, that a walkable area could be painted in the curbside parking area connecting the crosswalk to the sidewalk at the Post Office. There is enough space there to allow for this and cars to still park there alongside the roadway. He went on to state that the crosswalk would be within the Town's right-of-way. Likely there would need to be a discussion with the Post Office.

Discussion was had on the logistics of making a painted walkway on the side of the Post Office along the roadside parking.

Carrie Spear stated that she feels this plan makes good common sense for a solution to the Senior Center parking problem.

Frank Tenney stated that an estimate is needed for the crosswalk painting and what the extra painting would cost as well for the Post Office roadside parking area. In addition, some sort of acceptance from the Post Office or land owner is needed to clarify if the roadside parking area can be painted.

Paul Plante stated that in the winter months the area for the landing on the south side of the proposed crosswalk at the end of the Post Office roadside parking will be snow covered with a large snowbank 6-8 feet wide and high.

James Faulkner stated that that has been considered and there is still space for a landing.

Paul Plante stated that he walks the area every day and the snow is never plowed onto the lawn area it's always plowed onto the pavement on the west end of the roadside parking area.

Frank Tenney stated that he would like clarification from the landowner's. This clarification would be to make sure that the snowbank isn't in the area that Paul Plante referenced and to make sure that they are okay with a portion of their roadside parking area being painted for pedestrians.

James Faulkner stated that he is the liaison to the Senior Center and can meet with the Friends of the Senior Center to see what they would be willing to do to assist with financing the crosswalk.

Frank Tenney and Kelly Devine concurred that they would like to wait to gather the information needed as discussed rather than making a motion this evening with multiple conditions.

James Faulkner stated that he can find out the estimated costs, if the Senior Center will share in the costs and get approval from the land owner. This will be on the agenda at the next Selectboard meeting in two weeks.

**Opening, and possible action, on bids for the removal of trees at the Town Beach.**

Natalie Kanner stated that the scope of work specifies that it's the removal of two clusters of cottonwood trees and several smaller shrub trees by the tennis/pickleball courts. There is a bid from Barrett's Tree Service for \$7,759 with an estimated time of completion of three to four weeks.

Frank Tenney stated that there is a bid from Treeworks, Ltd for \$5,950 with an estimated time of completion of three to four weeks.

Kelly Devine stated that there is a bid from Green Giant Arborist, LLC of South Burlington for \$4,100 with an estimated time of completion of 1-5 days.

James Faulkner stated that there is a bid from Brownell LLC on Church Hill Rd in Charlotte for \$21,750.

Discussion was had regarding the review of the balance sheet of the town's Tree Fund in tonight's packet. The total fund balance is \$8,860

James Faulkner stated that the financing for this should come directly from the town's Tree Fund and Natalie Kanner concurred.

Lewis Mudge arrived at the meeting in person at 7:30 p.m.

Alexa Lewis stated that \$8,800 at the time approved in the budget was done so for the use of Ash tree removal.

**MOTION by Kelly Devine, seconded by Lewis Mudge, to authorize \$4,100 to be spent out of the Tree Fund for the removal of trees at the Town Beach per the request for bids dated August 5, 2024. VOTE: 5 ayes, 0 nays; Motion Carried.**

**MOTION by Kelly Devine, seconded by Lewis Mudge, to approve the bid from Green Giant Arborist, LLC of South Burlington Vermont for the removal of trees at the Charlotte Town Beach dated September 09, 2024, at a cost not to exceed \$4,100. VOTE: 5 ayes, 0 nays; Motion Carried.**

**Discussion, and possible action, on authorizing unbudgeted expenses for:**

**1. The removal of trees at the Town Beach.**

James Faulkner asked Julian Phelps for further information to verify what trees are in need of removal in the parking lot at the town beach and then this can be added to the next meeting's agenda.

Frank Tenney stated that he would like the Tree Warden to go to the town sites to review the lands and report on any trees that may need to be removed or pruned prior to seasonal areas opening up. He is communicating with the town Tree Warden on this request.

**2. The purchase and installation of Charlotte welcome signs.**

James Faulkner stated that he went around and took pictures of all the Charlotte welcome signs. To put in all four signs this year it would cost \$6,050 and there is money in the Maintenance and Improvement funds. There is also an anonymous donor of \$500. He went on to state the new signs will be made out of aluminum and not wood giving them more longevity.

Kelly Devine stated that she was ready to make a motion to have the signs purchased and installed and the funds would come out of the Improvement and Repair Fund.

Nathaniel Bareham stated that the funds allocated for the town beach septic system, \$17,000, would be used for the signs if taken from the funds in the Improvement and Repair fund as the other funds in there are allocated for projects. The funds allocated for the Town Beach septic system was not used since the Recreation Director applied for and received a grant that covered the expense of the septic system. It is his understanding that if it's not used within the fiscal year it goes back to the towns Improvement and Repair Fund.

Natalie Kanner stated that she asked Nathaniel Bareham about this over a month ago and was told that it would remain in the Recreation Budget for use on other projects and this is what she relayed to the Recreation Commission. They received these funds for FY25 of which we are in until the end of next June 2025. She went on to state that the Recreation Commission has many other projects that they intended to use the \$17,000 for at the Town Beach.

Discussion was had regarding how to take only \$3,000 from the allocated Town Beach septic project and any other allocated monies under the town Improvement and Repair Fund in order to come up with the \$5,550 needed to pay for the four welcome signs.

James Faulkner stated that if all four signs are purchased at the same time there is a discount. Further discussion was had regarding the belief that after funds are not spent that have been allocated for a project from the town's Improvement and Repair Fund they should then be returned to the town's Improvement and Repair Fund.

Frank Tenney and Lewis Mudge concurred.

Natalie Kanner stated that she feels that it takes away from those that do the work to try to find grants for projects if their funds are taken away following.

Lewis Mudge and Kelly Devine concurred.

Kelly Devine stated that that is why she feels it's appropriate to allow the Recreation Department to keep the \$14,000, the amount of the grant received which covers the septic system project. The remaining \$3,000 of the \$17,000 allocated funds could be returned to the Improvement and Repair Fund and could then be used for the new welcome signs needed.

Nathaniel Bareham stated that this FY25 the Selectboard opted not to include any more funds for Emergency Repairs. Therefore, the Improvement and Repair Fund includes allocated funds for the Senior Center roof replacement at \$20,000, the Museum roof replacement at \$5,000, Replacement of the Town Beach stairs at \$10,000 and the Town Beach septic at \$17,000. Further discussion was had regarding how to get the funds from other allocated funds in the Improvement and Repair Fund.

Frank Tenney stated that taking from the Senior Center roof fund will postpone when that funding will be at the amount needed to repair their roof.

Julian Phelps stated that she has been on the Recreation Commission for four years now and every year they ask for funds to be added to the Capital Fund and every year it gets taken out. There's a lot of infrastructure at the town beach that are just falling apart. She went on to state that the goal is to fix the things that the Recreation Department has, not try to build brand new things.

Kelly Devine stated that there are pressures from residents to keep the budget low. There are a couple of very large budget items such as Fire and Rescue and the Library. Now there is a union issue that is preventing the Selectboard from making any forward movements on the reduction in healthcare costs that they had planned to do. She went on to state that if maintaining the recreational infrastructure and town trails is important to town residents than the Selectboard needs to hear from those residents. This Selectboard is put under a lot of pressure by competing interests and the labor costs are very high.

James Faulkner and Lewis Mudge concurred that this is just the reality of things.

Lewis Mudge stated that the town had a flat budget this year which wasn't easy and these things have consequences and sometimes they're the signs.

James Faulkner stated that there have been many town residents complaining about the condition of the town welcome signs and he would like to get four of them replaced.

All concurred that they are in poor shape.

Frank Tenney stated that he would take the expense for the four welcome to Charlotte signs out of the \$17,000 unused allocated beach septic funds and not half of the expense from the Senior Center Roof Replacement funds.

**MOTION by Kelly Devine, seconded by James Faulkner, to authorize reallocating \$3,000 from the town's septic beach fund and \$3,000 from the Senior Center roof replacement fund into the emergency repair fund as an emergency modification to the FY25 budget.**

**VOTE: 4 ayes, 1 nay (Tenney); Motion Carried**

**MOTION by Kelly Devine, seconded by Lewis Mudge, to allocate spending of \$5,550 from the Emergency Repair fund for the purpose of installing four Charlotte welcome signs by preferred contractor, Design Signs out of Williston, Vermont based on their estimate #1645 dated 8/27/24 and the assumption of a \$500 gift from a citizen toward that expense. VOTE: 4 ayes, 1 nay (Tenney); Motion Carried**

**Discussion on how to improve public outreach and communication.**

Natalie Kanner stated that in general, she's hearing that people are feeling that there is a general tone of disrespect when it comes to communication in our town. This is something that warrants repair and can begin with the Selectboard with making sure that all the Selectboard members are conducting themselves with respect to our community and then asking that of the community in return. She went on to state that there have been letters to the editor in Charlotte News, or through Front Porch Forum that have a sense of hostility and can be accusatory to certain members of the town. The goal is to help improve this by clarifying the process for submitting a complaint so people feel heard. She would like to offer an opportunity for improved communication from the Selectboard by having a Selectboard member prepare a brief newsletter following each meeting to share with the community that what entail what was discussed and what decisions were made. This would be a way to relay information more clearly and to do away with misinformation that unfortunately occurs creating toxicity.

Lewis Mudge stated that he agreed that this would be helpful only his concern is time and many members of the Selectboard don't have the time between the meeting and the following day to accomplish such. It's beyond unfortunate to have volunteers belittled and it's also not right. He went on to state that these types of measures were taken in the past when Louise McCarren did such. There were instances where mistakes happened and it went out to the public before it could be corrected.

James Faulkner stated that he likes the idea of sending out the newsletter and having a member of the Selectboard be the representative. The written summary could be sent to Nathaniel Bareham for review and or possibly to a rotating member of the Selectboard.

Lewis Mudge stated that instead of a standalone Selectboard document perhaps a Selectboard letter could go to one of our media outlets either the Citizen or the Charlotte News alternating.

Natalie Kanner stated that there is a lot of distrust between the community and what happens here at the Town Hall.

Lewis Mudge stated that he disagrees with that as it's not something he hears from the community members. However, he does hear from a lot of community members that being in these roles on the town boards, committees and commissions has a lot of toxicity.

Natalie Kanner concurred with this as a problem since community member's won't want to stand up for these volunteer roles if they're known as toxically stressful.

Kelly Devine stated that it would be a big burden for a single Selectboard member to try to capture all five members' opinions on the matters that took place during a Selectboard meeting.

James Faulkner stated that a brief summary of what had taken place in a meeting could be written by a Selectboard member on a rotating basis. This written summary could be sent out via a town wide email list. This email list could be accumulated with time. He went on to state that it could also be put out to local media but the action of this in his past experience was that it was most beneficial with the email communication.

Scooter MacMillan from the Charlotte News stated that the Charlotte News is always looking for people to send in letters or commentaries. When this is done the one that has written it will have his/her name on it and they will need to stand behind what they have written.

Natalie Kanner stated that she's proposing a newsletter written by a Selectboard member summarizing what took place at each meeting to be put out by the town. This is an opportunity to do away with so much misinformation. This would be circulated to subscribers and a link could be posted on Front Porch Forum for those who aren't subscribers. She went on to state that the Selectboard needs to do something since the Selectboard has a position of leadership and as a whole has to demonstrate civil communication and respect and use their position to help facilitate improved communication in the community and thereby improving the perspective the community members have of what it looks like to participate in this building on town matters.

Frank Tenney stated that he is in support of writing cliff notes under each agenda item.

Lewis Mudge stated that for a municipality he feels that there is a lot of transparency already with the fact that the town website includes the Selectboard meeting packets that includes the Staff Report written by Nathaniel Bareham which is much like cliff notes of each agenda item and there are the minutes as well as a recording of every meeting available to all community members.

Natalie Kanner stated that any effort that can be made toward further transparency will only serve to increase the communities trust in what they are hearing.

Frank Tenney stated that he concurs with Lewis Mudge that there is already a lot of things out there for the community members to find out what was said and done during the Selectboard meetings. This newsletter will be another avenue of the same thing.

### **Discussion of the budget process for FY26.**

James Faulkner reviewed the list of dates for the budget process as written in the packet.

October 18th, 2024, Deadline to submit department/committee preliminary budgets.

October 21st, 2024, Selectboard Meeting – Start preliminary budget presentations.

November 4th, 2024, Selectboard Meeting – Continued preliminary budget presentations.

November 18th, 2024, Selectboard Meeting – Continued preliminary budget presentations.

December 2nd, 2024, Selectboard Meeting – Final preliminary budget presentations & start review of unified budget.

December 16th, 2024, Regular Selectboard Meeting – Final review of unified budget & donation requests.

January 10th, 2025, Deadline to submit article requests for town meeting

All concurred that this budget process and proposed dates were appropriate.

Nathaniel Bareham stated that he will distribute this to all members of the town's committees and commissions now that the Selectboard has given him verbal approval.

Discussion was had regarding the deadline for printing at the end of January.

James Faulkner stated that a Special Selectboard meeting may be necessary in order to allow for more time and to vote this in by the end of January in order to get it to the printer.

### **Discussion, and possible action, on adopting a Handbook for Town Committees & Commissions.**

Kelly Devine stated that she would like to table this agenda item since she hasn't had the time to work on it.

James Faulkner stated that Natalie Kanner could give a quick summary.

Natalie Kanner stated that in order to improve communication and relationships it seems to be pertinent that the town's committees and commissions operate according to a handbook so it can have guidance on procedure just like town employees. It will also provide guidance and direction when people from the public show up at these meetings.

Kelly Devine stated it will give guidance on how to process grievances.

Nathaniel Bareham stated that there are recent legislative updates to Vermont's Open Meeting Law, and ethics training requirements so there is a lot of new statutory regulations that will be coming. This is an opportunity to provide a unified document to our committees and commissions that provides a basic over view of these requirements. He went on to state that he would like the Selectboard members to submit to him what they would like to see included in this handbook. He would like to work with the town's committees and commissions for feedback for this handbook as well. The process of creating this handbook will also include review by the town attorney.

It was confirmed through discussion that Nathaniel Bareham will take the lead on this project along with the assistance from Natalie Kanner and Kelly Devine.

### **Discussion, and possible action, on a bargaining unit proposed by the AFSCME Council 93 – Possible Executive Session per 1 V.S.A. § 313(a)(1)(F)**

Kelly Devine stated that the town has received the decision from the Labor Board relative to the petition for forming of the union of ten town employees. This is a written decision that is publicly available. The executive session is to have a discussion with the town's attorney to decide where to go from here. The decision was to approve a single bargaining unit of ten employees.

**MOTION by Kelly Devine, seconded by Natalie Kanner, in finding that these discussions with the town's attorney are confidential attorney client communications, general public knowledge of these discussion would place the public body at a substantial disadvantage. VOTE: 5 ayes, 0 nays; Motion Carried.**

**MOTION by Kelly Devine, seconded by Lewis Mudge, to enter into executive session per 1 V.S.A. § 313(a)(1)(F) for this discussion of confidential attorney client communications made for the purpose of providing professional legal services to the body. With an invitation to the town's attorney, Dina Atwood, and the town's Administrator, Nathaniel Bareham, into this session. VOTE: 5 ayes, 0 nays; Motion Carried.**

**MOTION by Kelly Devine, seconded by Lewis Mudge, to exit out of executive session. VOTE: 5 ayes, 0 nays; Motion Carried.**

Kelly Devine stated that the Selectboard met with the town attorney relative to the decision of the Vermont Labor Relations Board, docket #2406. The facts and findings were that there would be an establishment of a Labor Union for ten positions and because that decision combines into a single bargaining unit both town employees and employees that work for the Library. She went on to state that traditionally the Library Board has been in charge in overseeing library employees. In this case the Charlotte Selectboard has delegated two Selectboard members, herself, Kelly Devine and Lewis Mudge along with the Town Administrator, Nathaniel Bareham, to work with the town's attorney. They will try to set up a meeting with representatives of the Library Board to discuss how to move forward relative to the potential bargaining with the collective unit. The union will be setting up an election that will likely be at the Charlotte Town Hall. At this election it will be decided if this union will take effect via majority vote of the ten town employees. There are five employees from the Library and five employees from the Townhall. That election will take place between September 23<sup>rd</sup> to September 25<sup>th</sup> in the middle of the day.

Scooter MacMillan asked how many town employees there are for the town of Charlotte total. Kelly Devine stated that there are employees that aren't eligible for the union. These employees are the Town Administrator, the Town Clerk, the Director of the Senior Center, the Director of the Library and the Director of Recreation.

**Evaluation of a public officer – Possible executive session per 1 V.S.A. § 313(a)(3).**

**MOTION by Kelly Devine, seconded by Lewis Mudge, to enter into executive session pursuant to 1 V.S.A. § 313(a)(3) for the evaluation of a public officer, with an invitation to the Town Administrator, Nathaniel Bareham and the town officer into this session. VOTE: 5 ayes, 0 nays; Motion Carried.**

**MOTION by Kelly Devine, seconded by Lewis Mudge, to exit out of executive session. VOTE: 5 ayes, 0 nays; Motion Carried.**

Kelly Devine stated that the Selectboard discussed in executive session a summary of prior meetings that they have had relative to the evaluation of a public officer. Written documents are being created to summarize the Selectboards evaluation and findings. Those written documents will be delivered to both the complainant and the public officer.

James Faulkner stated that these documents will be available to these interested parties by this evening and a meeting can be set up to meet with the Town Administrator, Nathaniel Bareham, tomorrow.

Kelly Devine stated that just one of the parties is here and the Selectboard encourages the interested parties to meet with the Town Administrator to answer any questions they might have.

**Approve Meeting Minutes for July 29, 2024, and August 26, 2024.**

Natalie Kanner stated that Kelly Devine and Lewis Mudge were absent from the July 29, 2024, Selectboard Special meeting.

**MOTION by Frank Tenney, seconded by Natalie Kanner, to approve the Selectboard Special meeting minutes for Monday, July 29, 2024. VOTE: 3 ayes, 0 nays, 2 abstentions (Mudge and Devine); Motion Carried.**

Natalie Kanner stated that she left the Selectboard meeting early on August 23, 2024, and will therefore abstain from voting on the minutes.

**MOTION by Lewis Mudge, seconded by Kelly Devine, to approve the Selectboard meeting minutes for August 26, 2024, as amended. VOTE: 4 ayes, 0 nays, 1 abstention (Kanner); Motion Carried.**

**Adjournment**

**MOTION by Kelly Devine, seconded by Lewis Mudge, to adjourn. VOTE: 5 ayes, 0 nays; Motion Carried.**

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

Minutes respectfully submitted by Brooke Milo, Minute Taker.  
Edits by Nathaniel Bareham.