

Town Administrator's Report
May 20, 2024 Regular Selectboard Meeting

Review, and possible approval, of an updated Tree Planting Agreement to be used by the Tree Warden:

1. This draft of the Town's Tree Planting Agreement is a culmination of work between the former tree warden, town administrator, Selectboard chair, and the Town's attorney.
2. The Selectboard may make edits to this document as needed, and possibly approve the application for use by the Town's Tree Warden.

Selectboard Interview of Candidates for the following Appointed Positions:

1. Letters of interest for each candidate are included in your meeting packet.
2. John Limanek is out of country and is not able to attend this meeting. He has requested the Selectboard consider his appointment in absentia. John has served on the Trails Committee for 18-years.

Selectboard Appointment of Public Officers – Possible Executive Session for the Appointment of Public Officers, with a final decision to be made during open meeting, per 1 V.S.A. § 313(3)

1. The Selectboard may elect to discuss the appointment of Town Officers and Committee Members per 1 V.S.A. § 313(3), so long as the Board's final determination is made during the open meeting.
2. A possible motion would be: "I make a motion to enter into executive session to discuss the appointment of public officers, with a final decision to be made during open meeting, per 1 V.S.A. § 313(3). I further invite the Town Administrator into this executive session."

Review, and possible approval, of Tree Plantings on the Town Link Trail:

1. This is a continuation from the Selectboard meeting on May 6, 2024. The Selectboard had requested during the previous meeting for the Trails Committee to provide a map indicating the locations for each tree to be planted and a quote with the estimated costs for these trees.

Review, and possible approval, of Chittenden Solid Waste District's FY25 Budget:

1. This is a continuation from the Selectboard's meeting on April 22, 2024. The Selectboard may elect to approve/disprove the Chittenden Solid Waste District's FY25 Budget.
2. Per Section 4(b) of the Chittenden Solid Waste District's Charter:
 - a. Within 45 days of the approval of the budget by the Board of Commissioners, the legislative body of each member municipality shall act to approve or disapprove the budget.
3. Copies of the budget and letter are included in your packet.

Opening, and possible approval, of bids for paving of Town roads

1. The Selectboard may elect to approve any bid at this meeting, or wait until the next meeting on June 10th.
2. Paving work needs to be completed prior to the end of the Town's fiscal year on June 30th, 2024.

Opening, and possible approval, of bids for replacement of Town Beach pump station

1. The Selectboard may elect to approve any bid at this meeting, or wait until the next meeting on June 10th.
2. Four port-o-lets will be provided at the Town Beach until these repairs can be made.

Review, and possible approval, of Town Contract renewals for FY25

1. A copy of our current contracts is included in your meeting packet.

Discussion, and possible approval, of adding Design Signs to the Town of Charlotte's list of preferred vendors:

1. This proposed amendment to the list of preferred vendors is to help facilitate the continuing replacement of welcome signs in Charlotte.
2. According to the Town's purchasing policy, the Selectboard may waive the bid process for purchases by designating a vendor as a preferred source for the following reasons:
 - a. Project requirements (precision, reliability, service, unique needs/considerations).
 - b. A vendor's historical performance and/or extensive knowledge of the Town's need.
 - c. Concerns about other vendors.
3. Copies of the purchasing policy, proposed amendment language, and last year's bids for town signs are included in your meeting packet.