

## Town Administrator's Report January 27<sup>th</sup>, 2025 Selectboard Meeting

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### Approval of Consent Agenda:

- a. Minutes for Jan. 6, 2025 & Jan. 13, 2025:
  1. Minutes of the last regular Selectboard meeting.
- b. Authorization to construct a well, at Thompson's Point, on 62 North Shore Road.
  1. Thompsons Point Lessee's are permitted to construct certain improvements their leased property, with approval of the Selectboard. In this case, Carolyn Conard is seeking the Selectboard's permission to construct a well on Lot 145 on Thompson's Point.
  2. Should the Selectboard approve this request, a letter will be sent to the applicant outlining their requirements to (i) use a well driller currently licensed by the State (per 10 V.S.A. § 1395); (ii) contact the Thompson's Point Wastewater System Operator to authorize the drilling location, and; (iii) submit necessary reporting to the Town Clerk's office (per 10 V.S.A. § 1396). This letter will be signed by the Selectboard Chair and Town Administrator.
  3. Carolyn has hired Vermont Well & Pump, a licensed well drille, per 10 V.S.A. § 1395, to complete the work. Jake and Steve Williams, our Thompson's Point Wastewater System Operator(s) have also reviewed the proposed location and do not have any concerns.
  4. A copy of the draft letter and proposed location are included in your meeting packet.
- c. Outlined below is a proposed process for reviewing and approving this consent agenda:
  1. The Selectboard Chair asks if any member wishes to remove an items from the consent agenda for further discussion.
  2. Should a member wishes to discuss an item, it is removed from the consent agenda and placed on the regular agenda for separate consideration.
  3. Once all items that require discussion are removed, the Selectboard Chair motions to approve the consent agenda.
  4. **A possible motion would be:** "I move to approve the consent agenda for January 27<sup>th</sup>, 2025 as (presented/amended)."

### Presentation & Discussion of CVSD's FY26 proposed budget by members of the CVSD School Board:

- a. Meghan Metzler and Meghan Siket, both CVSD Board members, have requested time to discuss the CVSD School budget and its impact on Charlotte.

**Discussion, and possible action, on a Trails Committee request to apply for the Recreational Trails Program Grant:**

1. The Recreational Trails Program (RTP) grant is an annually funded grant designed to help achieve the program’s goal of developing and maintaining trails in proximity to all who live in and visit Vermont. For standard RTP grants, the following projects are eligible:
  - a. Maintenance/restoration of existing trails
  - b. Construction of new trails, with certain limitations for projects on federal lands
  - c. Development and rehabilitation of trailside and trailhead amenities, facilities, and parking areas (i.e., signage, kiosks, composting toilets, recycling receptacles, or trail structures along the trail, directly associated with the trail)
  - d. Land Acquisitions: Acquisition of trail easements or fee simple title to property with trails or recreational trail corridors
  - e. Educational projects
2. RTP is a reimbursement program, and grantees must be capable of financing the project and (after a grant agreement is fully executed) first paying for expenditures and then submitting a request to the State for reimbursement using the required documentation. Applicants must commit to a minimum 20% match (20% of the total estimated project cost).
3. The Charlotte Trails Committee submitted a pre-application form for the RTP program, and is now in process of completing the full grant application.
  - a. Should the grant be awarded, the Charlotte Trails Committee would use existing Trails Reserve Funds to cover the up-front cost, and apply for reimbursement through the grant. The 20% match will also be covered out of the Trails Reserve fund.
  - b. Copies of the proposed work plan and budget are included in your meeting packet. In short, these funds would be used to maintain and restore sections of the

**Discussion, and possible action, on an Energy Committee request to hire a consultant using MERP grant funds:**

1. In FY25, the Energy Committee applied for, and received, a Municipal Energy Resiliency Program (“MERP”) grant for \$4,000. These \$4,000 community capacity mini-grants are intended to be used for:
  - a. Hiring a municipal official as a MERP community engagement project manager.
  - b. Hiring a consultant to ensure project readiness and competitiveness when Implementation Grants open, such as completing an Americans with Disabilities Act (ADA) building assessment.
  - c. Contracting a technical assistance provider such as Vermont League of Cities and Towns or your Regional Planning Commission for items related to a MERP project but outside of the program scope.
  - d. Establishing a municipal energy committee and/or amplifying existing committee work.

- e. Printing energy resilience materials including posters or mailers for local residents and businesses.
  - f. Expenses for community energy resilience meetings—event space rental, equipment, food, childcare, etc.
  - g. Creating or enhancing a website or social media presence related to energy resilience.
  - h. Other efforts to promote community energy resilience or establish a municipal energy resilience plan.
2. The Energy Committee solicited four consultants to assess possible solar citing locations in Town. After interviewing all candidates, the Energy Committee made a motion to recommend the Tim Post as the consultant to hire. A copy of the contract and narrative is included in your meeting packet.

**Selectboard discussion of negotiations with AFSCME Local 93 – Possible executive session per 1 V.S.A. § 313(a)(1)(B):**

1. To enter into executive session, for the discussion of a labor relations agreement with employees, the Selectboard must first make an affirmative finding that premature public knowledge of these discussions would place the public body at a substantial disadvantage. Once finding is made, the Selectboard may then enter into executive session.
2. **A possible finding would be:** “I move to find that these discussions of a pending labor relations agreement with AFSCME Local 93, would place the public body at a substantial disadvantage.”
3. **A possible motion to enter into executive session would be:** “I move to enter into executive session pursuant to 1 V.S.A. § 313(a)(1)(B) for the discussion of a pending labor relations agreement with AFSCME Local 93. I further invite Town Administrator, Nate Bareham, into this session.”

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

- a. **A possible motion would be:** “I move to enter into executive session for the evaluation of a public officer pursuant to 1 V.S.A. § 313(a)(3). I further invite Nate Bareham into this session.”