



**TOWN CHARTER COMMITTEE MEETING MINUTES  
OF MARCH 18, 2024**

Members: Judy Bickford, Chris Palermo, Laura Streets, Richard Craig, Sara Haskins, Brian Yeaton, Christopher Moks

Absent: Craig Santenello, George Cormier, Don McDowell

Staff: Carrie Johnson, Interim Town Manager; Judi Alberi, Executive Assistant

Guests: Tom Cloutier

*\*participating via Zoom*

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**4:30PM - CALL TO ORDER**

Chris Palermo called the Charter Committee to order at 4:30 PM at the Tegu Building.

**4:31PM - AGENDA CHANGES/ADDITIONS**

None

**4:32PM - APPROVE MINUTES**

**1. Approve minutes of 2-26-24**

*Motion made by Richard Craig to approve the minutes of 2-26-24. Motion seconded by Brian Yeaton. Motion carried. (6/0)*

*Christopher Moks arrived after the minutes were approved.*

**4:35PM - NEW BUSINESS**

**1. Overview of Town Charter draft**

Carrie Johnson, Interim Town Manager, reported that section 5, RECALL, had been removed from the Charter draft as discussed 2-26-24 meeting.

Chris Palermo and Carrie Johnson discussed the language of section 3 regarding the local option tax. Chris has been following Waterbury's charter through the house and senate and has suggested the charter language in 3b be changed to reflect what is going to be required and what is passing for Waterbury.

3b language will read as follows: A tax imposed under the authority of this section shall be collected and administered by the Department of Taxes pursuant to 24 V.S.A. §138.

**2. Discussion on presenting Town Charter to Selectboard**

It was decided that the next Town Charter Committee meeting would include Jeff Carr in the conversation concerning the financial impact of the local option tax. The Charter covers two main areas: the duties of the Town Manager and the local option tax. A discussion followed regarding how

to disseminate the information to the public. The committee agreed to use a large postcard that would be sent to citizens explaining the details about the Town Charter and how it will affect the town. The public outreach will take place from May to October 2024.

### **3. Next steps and timeline for finalization of Town Charter**

It is a long process to arrive at a final Town Charter. Carrie Johnson distributed the revised timeline to the committee. The charter will be forwarded to the Selectboard for the 4-15-24 SB meeting for review. Jeff Carr, Economist, will attend a meeting in April to discuss his findings and present information to the SB and the community. If all proceeds as planned, the citizens will vote on the Town Charter article and vote on specific local option tax article. They are two separate articles. If the town charter article fails, then there is no local option tax.

***Motion made by Laura Streets to accept the Town Charter, Draft number 3, as amended with the language accepted by the state. Motion seconded by Richard Craig. Motion carried (7/0).***

*At the next meeting of the Town Charter Committee set for May 6th at 4:30pm, the interim town manager will present a draft of the communication plan.*

#### **5:05PM - OLD BUSINESS**

None

#### **5:07PM - OTHER BUSINESS**

None

#### **5:10PM - ADJOURN**

***Motion made by Judy Bickford to adjourn. Motion seconded by Christopher Moks. Motion carried. 7/0)***

Meeting adjourned at 5:20 pm

Submitted and filed this March 20, 2024.

Bonnie McDermott, Scribe

*Please note all minutes are in Draft form and are subject to approval at the next Town Charter Committee meeting.*