

Essex Charter Review Committee Meeting Minutes

Town of Essex Charter Review Committee
Regular Meeting Minutes
Wednesday July 24, 2024

Charter Review Committee:

At Meeting: Charles Tabone, Bruce Post, Lorraine Zaloom, Dawn Hill-Fleury (Ex-Officio)

Zoom: Margaret Smith

Administration and Staff: Tammy Getchell – Assistant to the Manager

Others Present: At Meeting – David Skopin. On Zoom – None.

1. Call to Order

- a. Mr. Post called the Essex Charter Review Committee to order at 6:32 PM.

2. Agenda Additions/Changes

- a. No changes to the Agenda.
- b. **Ms. Zaloom made a motion seconded by Mr. Tabone to approve the Agenda for July 24, 2024. Motion passed 4-0.**

3. Approve Minutes

- a. Changes to minutes:
 - i. Line 31 – change between to among.
 - ii. Line 55 – add a comma after at this time. Add an s to thing.
 - iii. Line 52 – change employee to employ.
 - iv. Line 36 – take out the word the before last.
- b. **Mr. Tabone made a motion seconded by Ms. Zaloom to approve the minutes as amended for May 22, 2024. Motion passed 4-0.**

4. Public To Be Heard

- a. No public comments.

5. Business Items

- a. Discussion on Energy Committee Charter.
 - i. David Skopin – Member of the Essex Energy Committee.
 - ii. It was discussed that the Selectboard can create an Energy Commission.
 - iii. It was discussed that the town can apply for Energy related funding.
 - iv. It was discussed that at this juncture we are not recommending adding an Energy Commission to the Essex Charter.
- b. Review draft of documents to be presented to Selectboard.
 - i. § 117-206 (b) - remove s from meetings.
 - ii. § 117-208 (a)(3) - should read – Energy Coordinator as described by Vermont State Statues Annotated 24 V.S.A. § 1131.
 - iii. § 117-301 (c) – add an s to make.
 - iv. § 117-301 (e) – remove shall be included. Add as described. Add sentence Per Vermont State Statues Annotated 24 V.S.A. 1972 & 1973.
 - v. § 117-301 (3) – remove items 1-8.
 - vi. § 117-302 (a)(2) – change officer to officers.

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- vii. § 117-704 – remove the d from and.
- viii. § 117-704 – add an s to assessment
- ix. § 117-204(c) – remove incapacity. Add inability to perform the duties the office requires.
- x. § 117-305 – change recission to repeal.
- c. Designate who will present Charter recommendations to the Selectboard.
 - i. Ms. Zaloom and Mr. Tabone will create a memo to attach to the Charter documents that will be presented to the Selectboard. Draft due to Ms. Getchell by August 1st, 2024.
 - ii. Mr. Post will introduce the proposed Charter to the Selectboard at the August 18th, 2024, meeting.

6. Next Meeting

- a. No further meetings are scheduled.

7. Adjourn

- a. **Mr. Tabone made a motion seconded by Ms. Zaloom to adjourn the meeting. Motion passed 4-0.**
- b. Meeting Adjourned 8:37 PM.

Respectfully Submitted,
Charles Tabone
Secretary