

**Approved August 19th**

**Town of Milton  
Municipal Building Conference Room  
43 Bombardier Road, Milton VT 05468  
Charter Review Committee 2020  
Community Training Room  
Wednesday, August 5, 2020 at 6:00 pm  
Minutes**

Committee members present: Ron Hubert – Chair, Lou Mossey – Vice Chair, Brenda Steady – Secretary, Terri Sabens, Sheryl Prince – Town Clerk, Tracy Hughes – Library Trustee, Jerry Metcalf – School Board Trustee, Brenda Steady – Selectboard member, Jim Ballard, Michael Joseph – School Board member

Committee members absent: Chris Taylor – Selectboard member, Tracy Hughes – Library Trustee

Others in Attendance: John Gifford, Town Treasurer

Ron Hubert, Chair, opened the meeting at 6:02 pm followed by the Flag Salute.

- a. Agenda Review – Ron requested moving item (c) School Financial (Assistant Treasurer) to (a) due to John Gifford, Town Treasurer, being in attendance to speak on the school having their own Assistant Treasurer.

Public Comments - None

Motion made by Lou Mossey with a second by Michael Joseph to approve the minutes from July 21, 2020. All in favor

Continued discussion of Charter Committee updates:

- b. Michael Joseph proposed that we add a new elected position of School Treasurer to the charter. Ron offered that, in doing so it would potentially require that the school be designated as an independent school district. Upon further discussion, Michael Joseph stated the reasoning behind the request is due to the costs associated with the treasurer that the town charges the school for these services. Specifically, as it relates to tax collections. John Gifford explained that he didn't know the calculation for these costs. John shared that the school could have their own charter and become independent. John asked Michael if the disadvantages of having a separate treasurer for the school been considered. Michael responded that he was not aware of any such requirements to become an ISD if the school district has its own treasurer. Also, having a school treasurer wouldn't alter the school's operations as the treasurer would still be an elected position and the town treasurer could run for this position as well. Michael continued by stating the only reason this is being request is related to the costs, not the person in the position. John explained that the state pays for the collection of school taxes. Michael responded saying that he understood the same and further questions why the charges to the school are so high for the treasurer services. Due to further research and discussion being needed the committee decided to table this matter until the next Charter Committee meeting.
- c. Should the elected officials be added to the Administrative Code? The committee agreed that there could be a reference to the Administrative Code under section 129-703 Code of Ethics and requested that the school board members bring references to their policies and state statutes that govern the administrative code for school board trustees.

- d. Creating separate sections in the charter for the school and town. The committee agreed that the school and town have their own sub-sections in the Charter.  
Motion made by Lou Mossey with a second by Michael Joseph to realign the charter and create a section for the town and a section for the school. All in favor
  
- e. Power and duties of the Town Manager section 129-503 sub section 14 discussion included the tax collector is appointed by the Town Manager. Another topic would be that the Town Manager would need to have permission from the Selectboard to hold a state office.  
Motion made by Lou Mossey with a second Michael Joseph that the Town Manager have governing approval by the Selectboard members to hold an state elected position. All in favor
  
- f. Review of any past charter items included the one cent sales tax. Terri Sabens did research of this subject and shared her results with the other members of the committee. The extra one cent sales tax would be added to cell phone bills, on line purchases, etc. Businesses would also be paying the additional sales tax on oil purchases, etc.

Ron explained the process to approve charter changes from the time the committee is formed until it is approved by the voters. At this time the town meeting day is the goal to reach for approval.

Committee members agreed to have the next meeting on Tuesday, August 18<sup>th</sup> at 6:00 pm. Ron will check to see if the Fire Department Conference Room is available. The August 18<sup>th</sup> Agenda items will be the Audit wording, adding the Administrative Code to section 129-703 Code of Ethics, Library discussion and continued discussion on a school assistant treasurer.

Motion made by Michael Joseph with second by Lou Mossey to adjourn at 7:02 pm.

Respectfully submitted by:

Brenda Steady  
Secretary