

Charter Review Section-by-Section

Section	Current Text	Proposed Revision
Reorganization		Reorganize document so readers can understand quickly function of town and responsibilities of each division
Preamble		Values and Mission (inclusion of DEI values)
101	The inhabitants of the Town of Essex, within the corporate limits as now established, shall continue to be a municipal corporation by the name of the Town of Essex. Notwithstanding the provisions of any other municipal charters, territory within the corporate limits shall not be annexed to or become a part of any other municipal corporation <u>except by annexation procedures as set forth in the statutes of the State of Vermont.</u>	Strike underlined clause re annexation
102	Except as modified by the provisions of this charter, or by any lawful regulation or ordinance of the Town of Essex, all provisions of the statutes of this State applicable to towns shall apply to the Town of Essex.	No change
103(c)	103(c) The Town may establish and maintain departments or divisions, as deemed appropriate by the Selectboard for the efficient maintenance and operation of Town affairs, to include, by way of illustration and not by way of limitation, police, fire, water, and public works departments. 207 Neither the Selectboard nor any of its members shall direct or request the appointment, by any other officer or employee of the Town, of any person to office or employment, or his or her suspension or removal therefrom, or in any manner take part in the appointment, discipline, or removal of subordinates and employees of the Town, except as otherwise provided in this charter. The Selectboard and its members shall deal with that portion of the service of the Town for which the Manager is responsible solely through the Manager. This shall not be construed to prohibit the	Ensure consistency with 207 and 209(b)

	<p>Selectboard from recommending to the Town Manager a prospective employee for his or her consideration, or bringing to the attention of the Manager any complaint concerning the actions of any officer or employee of the Town. This section shall not be construed to prohibit the review by the Selectboard of actions by the Manager or hearings brought to the Selectboard by employees pursuant to appellate rights granted them by statute.</p> <p>209(b) Within the limitations of the foregoing, the Selectboard shall have the power to: (1) appoint and remove the Town Manager and supervise, create, change, and abolish offices, commissions, or departments other than the offices, commissions, or departments established by this charter; (2) appoint the members of all boards, commissions, committees, or similar bodies unless specifically provided otherwise by this charter;</p>	
103(d)	(d) The Town may establish and maintain an electric power system and regulate power line installations; provided, however, that the Town shall have no authority under this charter that conflicts with that authority granted to the Public Service Department or any other State regulatory agency.	Strike
105(a)	(a) The Selectboard may provide penalties for the breach of any ordinance authorized by general law or this charter, <u>may prosecute any person violating the same through the Town Grand Juror or police officers who for such purposes shall be informing officers</u> , and may maintain actions to restrain actual or threatened violations of the same; the establishment of any fine or penalty shall be by ordinance.	<p>Revise underlined text to reflect the purpose of section: the Selectboard may enforce ordinances</p> <p>Reorganize in document</p>
106	(a) Every ordinance shall be introduced in writing. The enacting clause of all ordinances shall be "The	<ul style="list-style-type: none"> Simplify process, particularly for minor, technical amendments to text (see Title 24)

	<p>Selectboard of the Town of Essex hereby ordains...". If the Selectboard passes the proposed ordinance upon first reading they <u>shall cause it to be published in a newspaper of general circulation in the Town</u> in the form passed, or a concise summary of it including a statement of purpose, principal provisions, and table of contents or list of section headings, together with a reference to a place within the Town where copies of the full text of the proposed ordinance may be examined, at least once, together with a notice of the time and place when and where there will be a public hearing to consider the same for final passage. The first such publication shall be at least one week prior to the date of said public hearing. Any published notice shall explain citizens' rights to petition for a vote on the ordinance at an annual or special meeting pursuant to 24 V.S.A. § 1973 and shall also contain the name, address, and telephone number of a person with knowledge of the ordinance who is available to answer questions about it.</p> <p>(b) At the time and place so advertised, or at any time and place to which the hearing may from time to time be adjourned, the ordinance shall be introduced, and thereafter, all persons interested shall be given an opportunity to be heard.</p> <p>(c) After the hearing, the Selectboard may finally pass the ordinance with or without amendment, <u>except that if the Selectboard make an amendment they shall cause the amended ordinance to be published pursuant to section 106(a) hereof at least once together with a notice of the time and place of a public hearing at which the amended ordinance will be further considered, which publication shall be at least three days prior to the public hearing. At which time so advertised or at any time and place to which the meeting may be adjourned, the amended</u></p>	<ul style="list-style-type: none">• Revise language re publishing in the newspaper of general circulation in the town; replace with distribution language• Consider revisions to improve access and inclusion•
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	<u>ordinance shall be introduced, and after the hearing, the Selectboard may finally pass the amended ordinance, or again amend it subject to the same procedures as outlined herein</u>	
107	Every ordinance shall become effective upon passage unless otherwise specified.	Specify <i>which</i> passage (e.g., “final passage after all provisions of Section 106 are complete.”)
108	The Town Clerk shall prepare and keep in the Town Clerk's office a book of ordinances that shall contain each ordinance finally passed by the Selectboard, together that a complete index of the ordinances according to subject matter.	Allow/require electronic maintenance and access in addition to the book
109	The annual Town report shall be distributed to the legal voters of the Town not later than 10 days prior to the annual meeting.	<ul style="list-style-type: none"> • Strike “legal voters” and replace with “registered voters” • Allow for distribution to be by postcard and accessibility online. <ul style="list-style-type: none"> ○ Example: “Distribution shall be accomplished by posting the proposed budget on the Town of Essex website and making copies available at the Town Clerk’s office. The Town Manager shall distribute by mail to all registered voters notice of the posting of the proposed budget on the Town of Essex website.”
110	Nothing in this charter shall be so construed as in any way to limit the powers and functions conferred upon the Town of Essex and the Selectboard of the Town by general or special enactments in force or effect or hereafter enacted; and the powers and functions conferred by this charter shall be cumulative and in addition to the provisions of such general or special enactments	Clarify the following clause: “...by general or special enactments in force or effect or hereafter enacted; and the powers and functions conferred by this charter shall be cumulative and in addition to the provisions of such general or special enactments.”

201	The elected officers of the Town of Essex shall be Selectboard members and Moderator. These officers shall have all the powers and duties necessary to carry out the provisions of this charter as well as those provided by law. The terms of the officers shall commence on the first day of the month following the month of election.	Move last sentence to 202 (which already discusses terms)
202	<p>(a) There shall be a Selectboard consisting of five members.</p> <p>(b) The terms of office of Selectboard members shall be for three years.</p> <p>(c) Unless necessary to fill a vacancy, no more than two Selectboard members shall be elected at any annual meeting. Notwithstanding, the terms of the presently elected Selectboard members shall not be modified by this section.</p> <p>(d) All Selectboard members shall be elected at large.</p>	Add last sentence from 202
203	<p>(a) As soon as practicable after the first day of the month of the month following annual Town meeting, the Selectboard shall organize and elect a Chairperson, Vice Chairperson and Clerk by a majority vote of the entire Board, and shall file a certificate of the election for record in the office of the Town Clerk.</p> <p>(b) The Chairperson of the Selectboard or in the Chairperson's absence, the Vice Chairperson, shall preside at all meetings of the Board and shall be recognized as the head of the Town government for all ceremonial purposes</p> <p>(c) <u>In the event of death, resignation, or incapacity</u> of any Selectboard member, the remaining members of the Board may appoint a person eligible to fill that position. At the next annual meeting, the vacancy shall be filled by serving the remaining balance of the term. <i>Incapacity shall include the failure by any member of the Board to attend at least 50 per cent of the meetings of the Board in any calendar year.</i> In the</p>	<p>(a) Specify for which election the SB is filing a certificate: the election of the officers or the town meeting election.</p> <p>(b) No changes.</p> <p>(c) Revise</p> <ul style="list-style-type: none"> • Clarify/revise <i>who</i> will fill the vacancy by serving the remaining balance of the term and the timing of that term (“...At the next annual meeting, <i>the vacancy shall be filled by serving the remaining balance of the term.</i>”) • Replace underlined text with “In the event of a Selectboard member’s death, resignation, or removal from office or forfeiture of office in any manner authorized by this charter or law” • Replace italicized text with “A Selectboard member shall forfeit that office if the Selectboard member: <ul style="list-style-type: none"> i. No longer is a resident of the Town of Essex, ii. Violates any express prohibition of this charter, or

	<p>event the Board is unable to agree upon an interim replacement until the next annual Town meeting, a special election shall be held forthwith to fill the position.</p>	<p>iii. Fails to attend at least 50 percent of the meetings of the Board in any calendar year.</p> <ul style="list-style-type: none"> • Move last sentence to new subsection (d) or to before italicized sentence.
Town Moderator Vacancy		<p>Add a section regarding what to do if in the event the town moderator dies, resigns, or becomes incapacitated?</p>
205	<p>(a) An official record of the proceedings of the Selectboard shall be kept by its Clerk, who need not be a member of the Selectboard, which shall be kept in the office of the Town Clerk and shall be open for public inspection. The Town Clerk shall keep official record of the proceedings of all special and annual Town meetings.</p> <p>(b) The minutes of each meetings shall be approved by the Board at its next meeting and the official copy authenticated by the signature of the Clerk of the Board.</p>	<p>(a) Revise</p> <ul style="list-style-type: none"> • Clarify what an official record is (e.g., recording? minutes?). • Consider revising to make record and minutes more accessible. <p>(b) Make minutes requirement more robust (see e.g., 3 V.S.A. § 312(b)(1)).</p>
206	<p>(a) The Selectboard shall appoint the members of the following permanent Commissions and positions:</p> <ol style="list-style-type: none"> (1) Zoning Board of Adjustment; (2) Planning Commission; (3) Town Attorney; (4) Town Manager. <p>(b) The Selectboard may appoint such additional commissions as they feel to be in the best interest of the Town and all other appointive or elective officers authorized by statute.</p>	<ul style="list-style-type: none"> • Add <ul style="list-style-type: none"> • Cemetery Commission • After Zoning Board of Adjustment “...or Development Review Board”; • Language requiring DRB by July 1, 2024. • Include committees as well as commissions
207	<p>Neither the Selectboard nor any of its members shall direct or request the appointment, by any other officer or employee of the Town, of any person to office or employment, or his or her suspension or removal therefrom, or in any manner take</p>	<p>Ensure both sections are consistent with 209(b)(1) and 103(c)</p>

	<p>part in the appointment, discipline, or removal of subordinates and employees of the Town, except as otherwise provided in this charter. The Selectboard and its members shall deal with that portion of the service of the Town for which the Manager is responsible solely through the Manager. This shall not be construed to prohibit the Selectboard from recommending to the Town Manager a prospective employee for his or her consideration, or bringing to the attention of the Manager any complaint concerning the actions of any officer or employee of the Town. This section shall not be construed to prohibit the review by the Selectboard of actions by the Manager or hearings brought to the Selectboard by employees pursuant to appellate rights granted them by statute.</p>	
208	<p>Compensation paid to the Selectboard members shall be set by the voters at the annual meeting, with a minimum of \$500.00 a year each. Selectboard members' salaries must be set forth as a separate item in the annual budget presented to the meeting.</p>	<ul style="list-style-type: none"> • Increase minimum compensation to \$1500. • Provide option for a Selectboard member to refuse their salary.
209	<p>(a) The members of the Selectboard shall constitute the legislative body of the Town of Essex for all purposes required by statute and shall have all powers and authority given to, and perform all duties required of town legislative bodies or selectboards under the laws of the State of Vermont.</p> <p>(b) Within the limitations of the foregoing, the Selectboard shall have the power to:</p> <ul style="list-style-type: none"> • appoint and remove the Town Manager and supervise, create, change, and abolish offices, commissions, or departments other than the offices, commissions, or departments established by this charter; 	<p>Ensure consistent with 207 and 103(c)</p>

	<ul style="list-style-type: none"> • appoint the members of all boards, commissions, committees, or similar bodies unless specifically provided otherwise by this charter; • provide for an independent audit by a registered or certified public accountant; • inquire into the conduct of any officer, commission, or department and investigate any and all municipal affairs; • exercise each and every other power that is not specifically set forth herein, but that is granted to the Selectboard by the statutes of the State of Vermont. 	
301	<p>Provisions of the laws of the State of Vermont relating to the qualifications of voters, the manner of voting, the duties of election officers, and all other particulars respective to preparation for, conducting, and management of elections, so far as they may be applicable, shall govern all municipal elections, and all general and special meetings, except as otherwise provided in this charter.</p>	No change
302	<p>(a) The annual meeting of legal voters shall be held at <u>7:30 o'clock in the afternoon</u> of the day specified in 17 V.S.A. § 2640(b) as the same may from time to time be amended and may transact at that time any business not involving voting by Australian ballot or voting required by law to be by ballot. A meeting so started shall be adjourned until the following day.</p> <p>(b) The election of officers and the voting on all questions to be decided by Australian ballot or voting required by law to be by ballot shall take place on the day specified in 17 V.S.A. § 2640(a), which may from time to time be amended. The ballot boxes or voting machines shall be open for a minimum of nine consecutive hours between 6:00 a.m. and 10:00 p.m. as shall be determined and warned by the Selectboard.</p>	Change to just 7:00pm.

303	<p>An annual budget shall be adopted <u>at Town meeting</u> by the vote of a majority of those eligible to vote <u>present at the meeting</u>. If, after the total budget has been appropriated, the Selectboard finds additional appropriations necessary, the appropriations shall be made and reported at the next <u>Town meeting</u> as a specific item. The appropriations shall only be made in special circumstances or situations of an emergency nature. No specific explanation need be given for any normal annual operating expense in any office, department, or agency that may be increased over the budget amount by an amount not more than 10 percent of the office's, department's, or agency's budget.</p>	<ul style="list-style-type: none"> • Change “Town meeting” to “annual meeting” and cite to section 302 if needed. • Revise to reflect the process of adjournment and vote by Australian ballot the next day. Incorporate the provision voted on by the Town in previous election that permitted this process. <ul style="list-style-type: none"> ○ Clarify whether “at Town meeting” means during the floor vote portion or during the Australian ballot vote portion of the meeting. ○ Not just folks “present at the meeting” anymore.
304	<p>All ordinances shall be subject to rescission by a special or annual Town meeting, as follows: If, within 44 days after final passage by the Selectboard of any such ordinance, a <u>petition</u> signed by voters of the Town not less in number than five percent of the <u>qualified voters</u> of the municipality is filed with the Town Clerk requesting <u>its</u> reference to a special or annual Town meeting, the Selectboard shall fix the time and place of the meeting, which shall be within 60 days after the filing of the petition, and notice thereof shall be given in the manner provided by law <u>in</u> the calling of a special or annual Town meeting. Voting shall be by Australian ballot. An ordinance so referred shall remain in effect upon the conclusion of the meeting unless a <u>majority of those present and</u> voting against the ordinance at the special or annual Town meeting exceeds five percent in number of the <u>qualified voters</u> of the municipality.</p>	<ul style="list-style-type: none"> • Revise for clarity <ul style="list-style-type: none"> ○ Subsections ○ Change “its” to “an ordinance’s” ○ Put a period between in that sentence. ○ Change “in the calling of...” to “for the calling of...” • Substantive revisions <ul style="list-style-type: none"> ○ Change “qualified voters” to “registered voters” ○ Include additional requirements or options around petitions (e.g., electronic signatures permitted, etc.) • Reorganize document
305	<p>(a) Subject to the provisions of section 304 of this charter, voters of the Town may at any time petition in the same manner as in section 304 for the enactment of any proposed lawful ordinance by filing the petition, including the text of</p>	<ul style="list-style-type: none"> • Make use of annual/town meeting consistent • Change “qualified voters” to registered voters • Include additional requirements or options around petitions (e.g., electronic signatures permitted, etc.)

	<p>the ordinance, with the Town Clerk. The Selectboard shall call a special <u>Town meeting</u> (or include the ordinance as annual meeting business) to be held within 60 days of the date of the filing, unless prior to the meeting the ordinance shall be enacted by the Selectboard. The warning for the meeting shall state the proposed ordinance in full or in concise summary and shall provide for an Australian ballot vote as to its enactment. The ordinance shall take effect <u>on the 10th day after</u> the conclusion of the meeting provided that voters <u>as qualified in section 304</u>, constituting a majority of those voting thereon, shall have voted in the affirmative.</p> <p>(b) The proposed ordinance shall be examined by the Town Attorney before being submitted to the special Town meeting. The Town Attorney is authorized, subject to the approval of the Selectboard, to correct the ordinance so as to avoid repetitions, illegalities, and unconstitutional provisions and to ensure accuracy in its text and references and clearness and preciseness in its phraseology, but the Town Attorney shall not materially change its meaning and effect.</p> <p>(c) The provisions of this section shall not apply to any appointments of officers, members of commissions, or boards made by the Selectboard or to the appointment or designation of Selectboard, or to rules governing the procedures of the Selectboard.</p>	<ul style="list-style-type: none"> • Reorganize document
401	<p>A Planning Commission shall be established and its powers, obligations, and operation shall be under and in accordance with Vermont Statutes Annotated, as they may be amended from time to time hereafter.</p>	<ul style="list-style-type: none"> • Specify number of members on the Planning Commission (5) • Insert conflict of interest provision or citation to charter conflict of interest provision • Add Energy coordinator as non-voting member to Planning Commission
Subchapter 5	<p>Department of <u>Real Estate Appraisal</u></p>	<p>Change title to “Department of Assessment”</p>

501	There shall be established a Department of <u>Real Estate Appraisal</u> headed by a professionally qualified real estate appraiser, who shall be appointed by the Manager with the approval of the Selectboard.	<ul style="list-style-type: none"> • Change to Department of “Assessment”
502	The <u>Department of Real Estate Appraisal</u> shall appraise all real <u>and business personal property</u> for the purpose of establishing the grand list. Appraisals shall be reviewed periodically and kept up to date. Technically qualified individuals or firms may be employed as needed.	<ul style="list-style-type: none"> • Change to Department of “Assessment” • Strike “...and business personal property...” • Strike last two sentences. • Replace last two sentences with “The department shall review, or cause to be reviewed, the appraisals of all real property in the town, which are subject to taxation, in accordance with the standards for appraising established by the laws of the State of Vermont.”
504	The duties and powers of the Department of Real Estate Appraisal shall be the same as those established for listers under the general statutes.	<ul style="list-style-type: none"> • Strike all. • Replace with “The department of assessment shall have the same powers, discharge the same duties, proceed in the discharge thereof in the same manner, and be subject to the same liabilities as are prescribed for listers or the board of listers by the laws of the State of Vermont, except as herein otherwise provided.”
505	The purpose of the Department of <u>Real Estate Appraisal</u> is to provide for appointment of a qualified real estate <u>assessor</u> rather than the election of listers. The Town shall be governed by, and each taxpayer shall have rights granted by the applicable statutes concerning real and personal property taxation, appeal therefrom, and other statutes concerning taxation.	<ul style="list-style-type: none"> • Move this subsection to the beginning of this section? • Change “Real Estate Appraisal” to Department of “Assessment” • Change “assessor” to “real estate appraiser”
601	The Selectboard shall appoint a Town Manager under and in accordance with Vermont Statutes Annotated, as amended from time to time hereafter. The Manager shall have all of	<ul style="list-style-type: none"> • Allow public opportunity for input during Town Manager selection

	the powers and duties as set forth in that chapter and in this charter.	
602	Officials appointed by Manager. The Town Manager shall appoint <u>with the approval of the Selectboard</u> Town Clerk, Town Treasurer, Assistant Town Clerk, <u>constables, Grand Juror</u> , Director of Public Works, Police Chief, a Town Agent if the Town Attorney is not a resident of the Town of Essex, cemetery commissioners, Health Officer, fire wardens, Zoning Administrator, and, if needed, the Town Manager may appoint <u>fence viewers, Inspector of Lumber and Shingles</u> , and any other officer that the Selectboard of a Town is authorized to appoint if the Selectboard has not filled the office. The terms of the appointed officials shall commence on the first day of April following appointment. Appointments to fill a vacancy in an office shall be effective at the time of appointment and shall run for the unexpired period of the term.	<ul style="list-style-type: none"> • Eliminate those positions that are no longer relevant. • Add fire chief as appointed position rather than elected. • Clarify what “approval of the Selectboard” means (e.g., approve Town Manager to appoint? Approve candidate?)
701	The fiscal year of the Town shall begin on the first day of July and end on the last day of June of each calendar year. The fiscal year shall constitute the budget and accounting year as used in this charter. <u>In the event of a consolidation between the Essex Town School District and the Village of Essex Junction Graded School District, the consolidated entity shall adopt the same fiscal year as the Town.</u>	<ul style="list-style-type: none"> • Strike last sentence.
702	(a) The budget shall be published not later than two weeks after its <u>preliminary adoption by the Selectboard</u> . The board shall fix the time and place for holding a public hearing for the budget, and shall give a public notice of such hearing. The board shall then review the budget and recommend it, with or without change, to the annual Town meeting.	<ul style="list-style-type: none"> • Revise <ul style="list-style-type: none"> ○ Specify what is needed for preliminary adoption by the Selectboard (e.g., just a majority vote? Timing?). ○ Clarify whether the last sentence is referring to the preliminary review of the budget or if there is a separate SB review of the budget.

	(b) The budget shall be published not later than two weeks after its preliminary adoption by the Selectboard. The board shall fix the time and place for holding a public hearing for the budget, and shall give a public notice of such hearing. The board shall then review the budget and recommend it, with or without change, to the annual Town meeting.	<ul style="list-style-type: none"> ○ Clarify whether the public hearing on the budget is separate from the review at the annual Town meeting.
703	The proposed budget and the warning for the annual meeting shall be distributed to the legal voters of the Town at least 10 days before the annual meeting. In addition, the Selectboard shall comply with the statutory requirements applicable to town meetings in the warning of any annual or special meeting.	<ul style="list-style-type: none"> ● Allow for distribution of notice to be by postcard and accessibility of full budget online. <ul style="list-style-type: none"> ○ Example: "Distribution shall be accomplished by posting the proposed budget on the Town of Essex website and making copies available at the Town Clerk's office. The Town Manager shall distribute by mail to all registered voters notice of the posting of the proposed budget on the Town of Essex website."
704	From the effective date of the budget, the several amounts stated therein, as approved by the annual town meeting, become appropriated to the several agencies and purposes therein named.	No change
705	Upon passage of the budget by the annual Town meeting, the amounts stated therein as the amount to be raised by taxes shall constitute a determination of the amount of the levy for the purposes of the Town in the corresponding tax year and the Selectboard shall levy such taxes on the grand list by the Assessor for the corresponding tax year.	No change
801	Taxes on real and personal property shall be paid in two equal payments, with one-half of the annual tax bill for each taxpayer due and payable on September 15 and March 15 of each fiscal year.	No change

802	An additional charge of eight percent shall be added to any tax <u>not paid on or before the dates</u> specified in section 801 of this charter, and interest as authorized by Vermont statutes.	<ul style="list-style-type: none"> • Provide 5-day grace period before charging penalty
803	The Board of Civil Authority shall constitute a Board of Abatement as provided by law. The Board of Abatement shall meet and discharge its duties as required by the applicable statutory provisions.	No change
804	Notwithstanding any other provisions of this charter and the requirements of the general law of the State of Vermont, the Selectboard is authorized to negotiate and execute assessment and taxation agreements between the Town and a taxpayer or taxpayers within the Town consistent with applicable requirements of the Vermont Constitution.	No change
901	All Town employees not elected by the voters shall be appointed, supervised, and removed by the Town Manager unless otherwise specified by this charter. <u>There shall be no discrimination in employment on account of race, religion, sex, or political opinions. Appointments, lay-offs, suspensions, promotions, demotions, and removals shall be made primarily on the basis of training, experience, fitness, and performance of duties, in such manner as to insure that the responsible administrative officer may secure efficient service.</u>	<ul style="list-style-type: none"> • Make discrimination and protected classes language consistent with state law. • Refer to state and federal laws regarding lay-offs, etc. rather than characteristics, or strike all together.
902	(a) The Town Manager or the Town Manager's appointee shall be the Personnel Director. The Town Manager shall maintain personnel rules and regulations protecting the interests of the Town and of the employees. These rules and regulations must be approved by the Selectboard and shall include the procedure for amending them and for placing	<ul style="list-style-type: none"> • Make sure first sentence is consistent with Section 602 • Replace subsection (b) with language requiring personnel rules and regulations to comply with state and federal law

	<p>them into practice. Each employee shall receive a copy of the rules and regulations when he or she is hired.</p> <p>(b) The rules and regulations may deal with the following subjects or with other similar matters of personnel administration: job classification, jobs to be filled, tenure, retirement, pensions, leaves of absence, vacations, holidays, hours and days of work, group insurance, salary plans, rules governing hiring, temporary appointments, lay-off, reinstatement, promotion, transfer, demotion, settlement of disputes, dismissal, probationary periods, permanent or continuing status, in-service training, injury, employee records, and further regulations concerning the hearing of appeals.</p>	
903	No person in the service of the Town shall either directly or indirectly give, render, pay, or receive any service or other valuable thing for or on account of or in connection with any appointment, proposed appointment, promotion, or proposed promotion.	<ul style="list-style-type: none"> • Replace with language that clarifies the intent of this section: town officials (elected or employed) and appointees may not bribe or accept bribes. • Add conflict of interest language.
1001	This charter may be amended in accordance with the procedure provided for by law for amendment of municipal charters.	No change.
1101	The provisions of this charter are declared to be severable. If any provisions of this charter are for any reason invalid, such invalidity shall not affect the remaining provisions that can be given effect without the invalid provision.	No change.

New Sections

Concept	Decision
Recall Language	<ul style="list-style-type: none"> • Include Bruce’s proposed language with revisions to allowable grounds for removal. • Use the provision from Colchester’s recall section: “The official shall be removed only if at least as many registered voters of the Town vote as voted in the election wherein the officer was elected, or at least one-third of the registered voters of the Town vote, whichever is greater, and a majority of that number vote for removal.” (see 24a V.S.A. Chapter 113, § 203; https://legislature.vermont.gov/statutes/section/24APPENDIX/113/00203)
Just Cause Eviction	Include language
Authorize Selectboard or Town manager to adopt ordinances and assess fees (e.g., South Burlington charter)	SB has authority to adopt ordinances for the regulation and licensure of things in SB list, and Town Manager has authority to enforce the ordinances (105(a) amendment)
Executive Session	Include sections 1-3 of Bruce’s proposed language
Wards/Districts	Make recommendation of Bruce’s language to Selectboard; do not include language in charter
Public Safety <u>Commission</u> Creation for Citizen Police and Fire	Include; Bruce to propose language

Local Option Tax	Include; amended St. Alban's language (see Charlie's notes)
Energy coordinator as non-voting member of the Planning Commission – by state statute	Include in 117-401, in addition to the five members, one non-voting member Energy Coordinator, appointed by selectboard; in accordance with 24 VSA 1131