

**TOWN OF CHARLOTTE  
SELECTBOARD MEETINGS  
April 28, 2008**

*Approved*

**MEMBERS PRESENT:** Charles Russell, Chairperson; Jenny Cole, Winslow Ladue, Ed Stone, Frank Thornton.

**ADMINISTRATION:** Dean Bloch.

**OTHERS:** Allen Karnatz, Sheila Burleigh, Linda Hamilton, Larry Hamilton, Stephen Brooks, Carlie Krolick, Liam Murphy, Jessie Bradley, Lisa Kiley, Bill Fraser-Harris, Deb Stone, Robin Coleburn, Nicole Gorman, John Limanek, Peter Knox, Jill Knox, John Hammer, Charlotte News, and others.

**6:00 p.m. Work Session on Selectboard work plan and designation of liaisons**

**1. CALL TO ORDER**

Mr. Russell called the Selectboard meeting to order at 7:00 p.m.

**2. ADJUSTMENTS TO THE AGENDA**

There were no changes to the agenda.

**3. PUBLIC DISCUSSION**

None.

**4. MINUTES: December 17, January 22, March 5, March 24, March 25, April 7 April 14**

**MOTION by Ms. Cole, seconded by Mr. Ladue, to approve the Minutes of 12/17/2007 as written. VOTE: 5 ayes; motion carried.**

**MOTION by Mr. Ladue, seconded by Ms. Cole, to approve the Minutes of 03/05/2008 as written. VOTE: 5 ayes; motion carried.**

**MOTION by Ms. Cole, seconded by Mr. Stone, to approve the Minutes of 03/24/2008 as written, with the following corrections/additions:**

**Page 3, Bid List, 2<sup>nd</sup> sentence, delete the word “Park”; Agenda item #7, 2<sup>nd</sup> paragraph, replace the word “revise” with ‘provide a plan for bridge repair’;**

**VOTE: 5 ayes; motion carried.**

**MOTION by Ms. Cole, seconded by Mr. Ladue, to approve the Minutes of 03/25/2008 as written. VOTE: 3 ayes, 2 abstentions; motion carried.**

**MOTION by Ms. Cole, seconded by Mr. Stone, to approve the Minutes of 04/07/2008 as written with the following additions/corrections:**

**Globally correct the name “Joan Allen”;  
Globally correct the agency name “VHCB”.**

**VOTE: 5 ayes; motion carried.**

**MOTION by Ms. Cole, seconded by Mr. Stone, to approve the Minutes of 04/14/2008 as written, with the following corrections/additions:**

**Page 5, 2<sup>nd</sup> paragraph, Vote: replace “Mr. Thornton” abstaining with “Mr. Ladue”;**

**Page 6, Agenda Item #11, 2<sup>nd</sup> paragraph, 4th sentence, add “...and summer months at the Beach would remain the same.”**

**Page 7, Agenda Item #14, 2<sup>nd</sup> sentence, replace “Cedar Beach” to read “Town Beach”; Add that Executive Session was adjourned at 11:15 p.m.**

**VOTE: 5 ayes; motion carried.**

**5. APPROVE LETTER TO THE VERMONT HOUSING AND CONSERVATION BOARD INDICATING APPROVAL OF THE DISBURSEMENT FROM THE CHARLOTTE CONSERVATION FUND FOR THE BURLEIGH PROJECT**

Mr. Bloch reviewed a draft letter to Marty Illick with changes to the proposed Charlotte Conservation Fund disbursements.

It was noted that \$145,000 would fund purchase of the Forest parcel and \$135,000 would go to the Nature Conservancy for the farm parcel.

**MOTION by Mr. Stone, seconded by Ms. Cole, to approve a draft letter to Marty Illick and Frances Foster, Charlotte Land Trust representative, for the disbursement of the Charlotte Conservation fund as revised.**

**DISCUSSION:**

Mr. Ladue read the Forest Grant Easement and asked who would own the property - the Land Trust or the Town. Ms. Foster explained that there were two purchases: one that was the farm parcel and second, the forest land. The Vermont Housing and Conservation Board and Vermont Department of Agriculture, with the Town as Executory Interest, were included in the forest easements. There would be an annual stewardship report. The VHCB conducts site visits on all properties.

Mr. Ladue suggested that potential carbon credits could be sold for the benefit of the Town. Mr. Karnatz replied that he could not answer a question on carbon credits, but he assumed that the land owner would retain the carbon credit rights. The easement was silent regarding carbon credits.

In response to a Board question, Mr. Karnatz said that the Nature Conservancy would retain an option for right of first refusal to purchase the farm portion of the project. Mr. Ladue asked if the Town should discuss a Selectboard right of first refusal versus having Executory Interest, as noted in Joan Allen’s letter. Mr. Karnatz said that closing was not anticipated until the fall. We would be open to what ever the Board prefers. There was room for negotiation. Mr. Ladue read Joan Allen’s letter that included an alternative proposal that the Town would have right of first refusal. Ms. Cole pointed out that there was time to explore all options.

**Mr. Karantz said that their next meeting was May 9<sup>th</sup> and it was important to have approval. The Town has preliminary approval for Executory Interest, and the Town said it didn't want to purchase the land and take it off the tax roles. The Selectboard minutes of 04/07 say that the application has been approved.**

**FRIENDLY AMENDMENT to add: "...and as approved on 04/07/2008."**

**DISCUSSION:**

**Mr. Ladue reiterated that carbon credits could be a monetary benefit to the Town.**

**Mr. Stone called the question.**

**VOTE on calling the question: 5 ayes; motion carried.**

**VOTE on approving the letter: 4 ayes, 1 nay (Mr. Thornton); motion carried.**

**MOTION by Mr. Stone, seconded by Ms. Cole, to approve a letter to Art, Gary and Sheila Burleigh, dated 04/28/2008, and to authorize the Selectboard Chair to sign the letter on behalf of the Town of Charlotte.**

**DISCUSSION:**

**Mr. Russell read the letter to the Burleigh's.**

**VOTE: 4 ayes, 1 nay (Mr. Thornton); motion carried.**

Linda Hamilton thanked the Board for writing a great letter, and thanked the Burleigh family for staying the course.

## **6. SPEED ENFORCEMENT**

Mr. Russell reviewed a discussion regarding speed enforcement that included hiring an enforcement agency for 10 hours per week and moving violation concerns. A question was if the Town wanted to pursue the issue.

Mr. Thornton asked if there has been increased in speeding since enforcement ended.

Mr. Ladue spoke in support of speed enforcement for moving violations on frequently traveled roads.

Mr. Stone noted that there had been no one coming to meetings with complaints and suggested waiting to hire an enforcement agency at this time.

Ms. Cole suggested inviting Dee Glynn to come before the Board.

## **7. INTERVIEW NICOLE GORMAN FOR THE RECREATION COMMISSION**

The Selectboard interviewed Nicole Gorman for a position on the Charlotte Recreation Commission.

**MOTION by Mr. Stone, seconded by Mr. Ladue, to appoint Nicole Gorman to the Recreation Commission to replace Cedar Cowles for a term ending in 2010.**

**VOTE: 5 ayes; motion carried.**

**8. INTERVIEW JOHN LIMANEK FOR THE TRAILS COMMITTEE**

The Selectboard interviewed John Limanek for a position on the Trails Committee

**MOTION by Mr. Stone, seconded by Mr. Thornton, to appoint John Limanek to the Trails Committee, replacing Michael Russell, for a term expiring in 2010.**

**VOTE: 5 ayes; motion carried.**

**9. PETER AND JILL KNOX, AND DREW AND DIANNE CHACE – PRELIMINARY REVIEW OF OPEN SPACE AGREEMENT, GRANT OF CONSERVATION RESTRICTIONS AND CONVENANTS**

Mr. Russell explained a proposal for an Open Space Agreement for a non continuous PRD.

Liam Murphy, attorney for Peter and Jill Knox, and Drew and Dianne Chace, reviewed a preliminary proposal for a 9.5 acre parcel with two dwellings, a main residence and a mobile home. One-half an acre was needed in order to subdivide the parcel into two lots. The Knox's were working with the Chace's regarding a non contiguous PRD. The issues involved three lots with three building envelopes. The Planning Commission indicated that the northwest corner of the Chace property would be conserved land. An open space agreement with the Chace's would designate a floating open space. If they came back some time in the future 17.5 acres would be conserved along with 5 acres.

Mr. Bloch noted that the proposed Open Space agreement would be reviewed by the Town Attorney. When the property owner comes in for subdivision approval the Planning Commission would clarify the location of an open space. The proposal is considered a minor subdivision.

Jill Knox said that both structures were primary residences, which happened many years ago. It is a non conforming property and we can't change the existing footprint, which limits what we can do, said Ms. Knox.

Attorney Murphy clarified that Lot 3 is the 40-acre Chace property. The Chace duplex is at a density of two units already.

**10. INTERVIEW STEPHEN BROOKS TO BE THE TOWN'S REPRESENTATIVE TO THE CHITTENDEN SOLID WASTE DISTRICT**

The Selectboard interviewed Stephen Brooks for a position as Charlotte's Chittenden Solid Waste District representative.

**MOTION by Mr. Stone, seconded by Mr. Thornton, to appoint Stephen Brooks as the Charlotte Chittenden Solid Waste District representative for a one year term to replace John Hammer from June 1<sup>st</sup> to the end of 2009.**

**VOTE: 5 ayes; motion carried.**

**11. RECREATION COMMISSION – REVIEW APPLICATION FOR USE OF TOWN FACILITIES**

Carlie Krolick, Recreation Commission representative, handed out copies of a draft Recreation Commission application for use of Charlotte public facilities. The form would create a file of new events on record for future years. Event sponsors would use the Recreation Commission as a contact point. The form could be posted on the Town website.

There was discussion regarding potential uses of the form that would include a calendar of events to prevent date conflicts; the potential for community feedback (are the event sponsors meeting their commitments); requesting contributions based on the number of participants that could fund a local scholarship; and if “usual and customary for the Town emergency services to provide services” as a written policy.

Mr. Ladue suggested the following points:

- The Town added to insurance as a co-insured.
- Requiring a course map that includes a start and finish point, safety and events features.
- Process guidelines, such as applying 60 days before an event,
- A purpose statement.
- Maintaining a notebook on file, and posting an events calendar on the Town website.

Mr. Russell suggested that Ms. Krolick find out what other towns do.

There was further discussion regarding what would trigger the use of the proposed form (all commercial operations); a suggestion to add a discussion related to dogs at the beach to the Recreation Commission agenda; and how to coordinate events at the Charlotte Community School.

**12. BURNS PROPERTY – Clarification of goal of wastewater survey**

(See discussion under Agenda Item #13, steps and actions)

**13. SECURITY AND PARKING AT THE TOWN BEACH**

There was discussion regarding ways to gate, or provide security at the Town Beach that included limiting parking spaces; having beach attendants close the gate; move the gate back to allow cars to park along the drive after-hours, but not in the parking lot; a current closing time of the beach at 10:00 p.m.; and asking the Recreation Commission to hold a discussion and forward suggestions to the Board.

There was a request to add consideration of a neighborhood watch to the Board agenda.

Mr. Ladue handed out a draft one-page summary of steps and action for West Charlotte projects.

There was discussion regarding proposed steps and actions related to water and sewer capacity; if property owners were interest to join onto systems; and a suggestion to survey the whole town. Mr. Ladue said that in designing a system it is important to know where wells are to prevent polluting wells with sewage. An evaluation step is best done by a local citizens group from the West Charlotte area.

Mr. Stone suggested surveying East Charlotte and then West Charlotte as a future discussion.

**14. PLOUFFE LANE TRAILHEAD - Update**

Mr. Russell reported that the Planning Commission approved upgrades to Plouffe Lane with conditions to be signed off by the engineer.

Mr. Thornton stated that Plouffe Lane is an access to Town property and is not a town road. Mr. Russell said that the Town was applying for trails.

**15. REAPPOINTMENT OF ROBIN COLEBURN TO THE DESIGN REVIEW COMMITTEE (for Thompson's Point)**

The Board interviewed Robin Coleburn.

**MOTION by Mr. Thornton, seconded by Ms. Cole, to reappoint Robin Coleburn to the Design Review Committee for a three year term.**

**VOTE: 5 ayes; motion carried.**

**16. BILL AND WARRANTS**

The Selectboard signed Bills and Warrants as presented.

**17. ADJOURNMENT**

**MOTION by Mr. Thornton, seconded by Mr. Stone, to adjourn the meeting.**

**VOTE: unanimous; motion carried.**

The meeting was adjourned at 9:50 p.m.

Respectfully submitted, Kathlyn Furr, Recording Secretary.

*These minutes are subject to correction by the Charlotte Selectboard. Changes, if any, will be recorded in the minutes of the next meeting of the Board.*