

**TOWN OF CHARLOTTE  
SELECTBOARD  
MARCH 28, 2011**

**APPROVED**

**MEMBERS PRESENT:** Charles Russell, Dennis Delaney, Winslow Ladue. Absent: John Owen, Ed Stone.

**ADMINISTRATION:** Dean Bloch, Selectboard Assistant.

**OTHERS:** Ellie Russell, Charlotte News; Vanessa Crowley, Dale Knowles, Nancy Sabin, Michele Boomhower, Charlie Baker, Jenny Cole, Marty Illick, Jim Donovan, Robert Mack, Allan Jordan, Trudi Jordan, and others.

**Call to Order**

Charles Russell, Chair, called the meeting to order at 7:03 p.m.

**Adjustments to Agenda:**

None.

**Public Comments**

None.

**Minutes: March 14**

**MOTION** by Mr. Ladue, seconded by Mr. Delaney, to approve the minutes of 03/14/2011 as written with edits.

**VOTE:** 3 ayes, 2 absent (Mr. Owen, Mr. Stone); motion carried.

**John and Sue Anne Patnaude – documents for approved subdivision on Eastry Court – action under consideration: approve the following and authorize Chair to sign:**

- **Density Reduction Easement and Transfer of Development Rights to Benefitted Property;**
- **Open Space Agreement**

**MOTION** by Mr. Ladue, seconded by Mr. Delaney, to approve a **Density Reduction Easement and Transfer of Development Rights to Benefitted Property** as presented by John and Sue Anne Patnaude regarding an approved subdivision on Eastry Court, and to authorize the Charlotte Selectboard Chair to sign the document on behalf of the Town of Charlotte.

**DISCUSSION:**

Mr. Delaney asked for clarification regarding density. Mr. Bloch briefly reviewed a PRD and conservation of land on Lot 10. Density was moved from Lot 10 to Lot 13 and this document is used. The Open Space Agreement was related to a 2.5 acre open space on a non-contiguous PRD regarding this subdivision, explained Mr. Bloch.

**VOTE:** 3 ayes, 2 absent (Mr. Owen, Mr. Stone); motion carried.

**MOTION by Mr. Ladue, seconded by Mr. Delany, to approve an Open Space Agreement as presented by John and Sue Anne Patnaude regarding an approved subdivision on Eastry Court, and to authorize the Charlotte Selectboard Chair to sign the document on behalf of the Town of Charlotte.**

**DISCUSSION:**

**Mr. Bloch explained that a provision to allow motorized vehicles had been removed from the document.**

**VOTE: 3 ayes, 2 absent (Mr. Owen, Mr. Stone); motion carried.**

**Allan and Trudi Jordan – request to name private road as Albert’s Way – action under consideration: approve name**

Mr. Russell reviewed criteria for naming roads. Mr. Bloch noted that both the 911 Coordinator and the Charlotte Fire Chief have vetted the proposed road name.

**MOTION by Mr. Ladue, seconded by Mr. Delaney, to approve a request by Allan Jordan and Trudi Jordan to name a private road as Albert’s Way.**

**VOTE: 3 ayes, 2 absent (Mr. Owen, Mr. Stone); motion carried.**

**Michele Boomhower and Charlie Baker – proposed merger of CCMPO & CCRPC – action under consideration: approve Resolution in support of the merger**

Michele Boomhower and Charlie Baker, CCMPO and CCRPC representatives, Jim Donovan, Charlotte CCMPO representative, and Marty Illick, Charlotte CCRPC representative, reported that the CCMPO and CCRPC boards have voted on draft bylaws regarding a proposed merger of the CCMPO and CCRPC to present to member towns for approval.

Ms. Boomhower explained funding streams and segregation of funds related to integration of land use and planning.

Mr. Delaney asked what entity was pushing for a merger. Mr. Baker reviewed a legislative “Challenge for Change” to develop a plan for a merger.

Mr. Ladue asked if the two boards budgeted with a merger in mind. Mr. Baker replied there was no contingency for a 5 percent cut in state funding. The two boards voted to make sure that municipal fees remained flat for five years. CCTA is currently a non-voting member and has requested voting status. Issues, such as voting, integration of financial and legal issues, will be looked at during the next 18 months.

There was further discussion regarding potential of combining emergency management services for Charlotte, Shelburne and Hinesburg; an existing LEPC (emergency service) group for training (Mr. Donovan suggested including shared emergency services in the discussions during the 18 month time); and a time line starting July 1st for further merger discussions.

Mr. Delaney asked if there was any opposition voiced and if communities were better served by a merger. Ms. Boomhower replied that she was not aware of any opposition.

Community dialog has been encouraged by visiting member towns. The combined organizations would better serve communities through improved communication of land use and transportation planning and integration as it relates to every community, said Ms. Boomhower.

**MOTION by Mr. Ladue, seconded by Mr. Delaney, to approve a Resolution in support of a proposed merger of the CCMPO and CCRPC.**

**DISCUSSION:**

**Mr. Ladue pointed out that each organization has its own planning cycle. Is there a way to get the cycles in sync, asked Mr. Ladue. Mr. Baker explained that there was some flexibility and funding through a Regional Sustainability Planning grant. We started a week ago and expect to be on the same cycle by early 2013, said Mr. Baker. Mr. Donovan said that hopefully there would be ‘a plan’ by next cycle. Mr. Baker clarified that there is a Regional plan and an MPO plan. When the MPO plan is adopted it would become part of the Regional plan.**

**Ms. Illick said that the CCRPC was looking at what the responsibilities of the town representatives were. Mr. Donovan explained that a town representative job description would be written so everyone would know what was expected of them. Ms. Boomhower said that action would be taken starting July 1<sup>st</sup>, or in May after the vote. A description of the board membership process is needed since the board numbers would be reduced in the merger. There will be a more robust training of representatives and alternates, explained Ms. Boomhower.**

**Mr. Russell suggested having two town representatives, one primary and one alternate, but only one vote. Mr. Donovan agreed, and said it was one of the items that could be put into a job description for discussion over the next 18 months.**

**VOTE: 3 ayes, 2 absent (Mr. Owen, Mr. Stone); motion carried.**

Mr. Mack asked how much money would be saved by a merged CCRPC/CCMPO. Mr. Russell briefly reviewed merged staffing, location, and work loads that would translate into savings.

**Review bids for mowing and land maintenance – action under consideration: accept one or more bids**

The Selectboard reviewed bids submitted for mowing and land maintenance for FY2011.

There was discussion regarding allocated expenses in the Charlotte Park and Wildlife Refuge budget (Ms. Cole explained \$3,000 for gravel, \$6,000 for mowing trails and other funds for maintenance); past bid award methodologies; and if all bidders were notified (Mr. Bloch explained that the bid RFP outlined the process). Mr. Delaney asked if the Board should delay action on the bid awards until Mr. Stone was present.

Mr. Knowles said that the Berry Farm ball fields had sprinkler systems that made the fields wet at times. The contractor would need to coordinate mowing to avoid the wet conditions there.

**MOTION by Mr. Ladue, seconded by Mr. Delaney, to retain Justin Bora to mow and conduct land maintenance for the Town of Charlotte for FY2011 at the Town Beach/Lake Field, etc; Town Green, etc; Charlotte Park and Wildlife Refuge; Berry Farm Ball field; and Trails for a total of \$22,275.**

**VOTE: 3 ayes, 2 absent (Mr. Owen, Mr. Stone); motion carried.**

**Traffic ordinance amendment – set speed limits of 35 miles per hour on Hinesburg Road between Church Hill Road and Mount Philo Road, and on Greenbush Road from – action under consideration: approve amendment**

Mr. Russell pointed out that the warned agenda item regarding a traffic ordinance amendment incorrectly stated speed limits. The 1<sup>st</sup> Reading draft amendment should read: set speed limits of 30 miles per hour on Hinesburg Road between Church Hill Road and Mount Philo Road, and 35 miles per hour on Greenbush Road for 0.4 miles from Old Lantern to Macke Farm.

No Action was taken.

**Thompson's Point wastewater budget – action under consideration (as Charlotte Board of Sewage Commissioners): approve budget**

**MOTION by Mr. Ladue, seconded by Mr. Delaney, to recess as the Charlotte Selectboard and convene as the Charlotte Board of Sewage Commissioners.**

**VOTE: 3 ayes, 2 absent (Mr. Owen, Mr. Stone); motion carried.**

**MOTION by Mr. Ladue, seconded by Mr. Delaney, to approve the Thompson's Point wastewater budget for FY2011 as submitted by the Thompson's Point Advisory Committee.**

**DISCUSSION:**

Mr. Ladue suggested the addition of a fund to provide routine maintenance of the Thompson's Point community septic system in the budget.

**VOTE: 3 ayes, 2 absent (Mr. Owen, Mr. Stone); motion carried.**

**MOTION by Mr. Ladue, seconded by Mr. Delaney, to adjourn as the Charlotte Board of Sewage Commissioners and reconvene as the Charlotte Selectboard.**

**VOTE: 3 ayes, 2 absent (Mr. Owen, Mr. Stone); motion carried.**

**Reappointment of Dick St George as Animal Control Officer – action under consideration: reappoint for a one-year term**

**MOTION by Mr. Ladue, seconded by Mr. Delaney, to reappoint Dick St George as the Animal Control Officer.**

**VOTE: 3 ayes, 2 absent (Mr. Owen, Mr. Stone); motion carried.**

**Lund Family Center's Mother's Day Ride, a bicycling event using Charlotte roads and the Senior Center – action under consideration: approve request**

**MOTION by Mr. Ladue, seconded by Mr. Delaney, to approve a request for a Lund Family Center's Mother's Day Ride, a bicycling event using Charlotte road and the Senior Center.**

**DISCUSSION:**

Mr. Russell said that the event will not require any road closures. The Senior Center parking lot will be used.

**VOTE: 3 ayes, 2 absent (Mr. Owen, Mr. Stone); motion carried.**

**Nancy Sabin – request for waiving of fees of \$2,450 to create two units of affordable housing – action under consideration: approve request**

**MOTION by Mr. Ladue, seconded by Mr. Delaney, to approve a request by Nancy Sabin to waive fees of \$2,450 to create two units of affordable housing as presented.**

**DISCUSSION:**

Ms. Russell, Charlotte Affordable Housing Trust representative, reviewed that Ms. Sabin has density for 2 affordable housing units.

Mr. Bloch reviewed planning and zoning permit fees totaling \$2,450. The Town could waive permit fees for affordable housing projects, said Mr. Bloch. Mr. Russell pointed out that Ms. Sabin was receiving a grant from the Charlotte Affordable Housing Trust fund.

**VOTE: 3 ayes, 2 absent (Mr. Owen, Mr. Stone); motion carried.**

**Selectboard liaison assignments and tasks – discussion only**

Action was deferred until a full board could participate.

**Reappointment of board, commission and committee members –action under consideration: approve reappointments for the terms indicated below**

**MOTION by Mr. Ladue, seconded by Mr. Delaney, to reappoint the following to the appropriate boards, commissions and committees:**

**Bob Hyams to the Conservation Commission for a four-year term ending April, 2015**

**Howard Verman to the Conservation Commission for a four-year term ending April, 2015**

**Catherine Hughes to the Energy Committee for a two-year term ending April, 2013**

**Michelle Lussier to the Energy Committee for a two-year term ending April, 2013**

**Margaret Russell to the Trails Committee for a two-year term ending April, 2013**

**Holly Sullivan to the Trails Committee for a two-year term ending April, 2013**

**Laurie Thompson to the Trails Committee for a two-year term ending April, 2013**

**Robin Coleburn to the Design Review Committee for a three-year term ending April, 2014**

**Jeff McDonald to the Planning Commission for a four-year term ending April, 2015**

**Linda Radimer to the Planning Commission for a four-year term ending April, 2015**

**John Streng to the Recreation Commission for a three-year term ending April, 2014**

**Kerry McManus to the Recreation Commission for a three-year term ending April, 2014**

**Larry Hamilton as Tree Warden for a one-year term ending April, 2012**

**Jonathan Fisher to the Zoning Board of Adjustment for a three-year term ending April, 2014**

**Ben Pualwan to the Zoning Board of Adjustment for a three-year term ending April, 2014.**

**VOTE: 3 ayes, 2 absent (Mr. Owen, Mr. Stone); motion carried.**

#### **Selectboard updates – discussion only**

- High Risk Rural Road: Mr. Bloch handed out copies of a CCMPO e-mail, dated 03/25/2011, regarding a High Risk Rural Road list for Board review. Staff will gather further information for Board consideration at the next Board meeting on 04/11/2011.
- Old Lantern appeal: Mr. Bloch reported that the Old Lantern appeal has been resolved with the acceptance of a landscaping plan.
- Wastewater pump station update: Mr. Bloch reported that the wastewater pump station pump and wiring were repaired.
- Thompson's Point parking lot update: Mr. Bloch reported that Erick Finley, Thompson's Point caretaker, would like to collaborate on a parking plan with the Town. The Thompson's Point public areas have been deleted from the Lake Champlain Scenic Byways map, said Mr. Bloch. Mr. Ladue asked if other interested parties should be delegated to work on a committee. Mr. Russell asked staff to contact Mr. Conard, Mr. Foster as well other interested parties. There was further discussion regarding the leased status of the Clubhouse lot and caretaker's lot, and an access at the caretaker's lot (Mr. Mack stated the access is a right-of-way). Mr. Ladue stated that Thompson's Point leases should be reviewed. Further action would be delayed until the next meeting of the Board.

#### **Approval of Bills and Warrants**

The Selectboard signed Bills and Warrants as presented.

#### **Adjournment**

**MOTION by Mr. Ladue, seconded by Mr. Delaney, to adjourn the meeting.**

**VOTE: 3 ayes, 2 absent (Mr. Owen, Mr. Stone); motion carried.**

The meeting was adjourned at 9:00 p.m.

Respectfully submitted, Kathlyn L. Furr, Recording Secretary