

**TOWN OF CHARLOTTE
SELECTBOARD MEETINGS
JUNE 2, 2008**

Approved

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

ADMINISTRATION: Dean Bloch.

OTHERS: Ellie Russell, Lt. Dee Glynn, Walter Gates, Stephen Brooks, Frances Foster, Jane Lawlis, Andrew Thurber, Peter Smyar, and others.

6:00 p.m. At Town Hall: Work-session on Selectboard's process and communication

1. CALL TO ORDER

Mr. Russell called the Selectboard meeting to order at 7:02 p.m.

2. APPROVAL OF AGENDA

Additions: Thompson's Point Lease/Agreement for Lots 165 & 166; Junk Yard Renewal.

3. PUBLIC DISCUSSION

Stephen Brooks, CSWD representative, briefly reported that unused funding from other communities would be available June 15th. An unsigned letter was received by Ms. Cole regarding CSWD budget comments related to surplus funding for future capital projects. There is no landfill in Chittenden County currently. The Environmental Court ruling awarded \$4 million to Hinesburg Sand and Gravel. CSWD has saved the \$4 million in an escrow account. Hinesburg Sand and Gravel keeps the sand and gravel from the property. The Hinesburg Drop Off Center will be relocated at some future point. This may be an opportunity for Charlotte to host a drop off center. Mr. Brooks asked that the Selectboard prepare a letter to the CSWD to discuss the matter, which would be better than facing eminent domain proceedings.

5. MINUTES: MAY 12

Approval of the minutes of May 12, 2008 was deferred to the next meeting of the Board.

6. LIEUTENANT DEE GLYNN, STATION COMMANDER OF WILLISTON BARRACKS, VERMONT STATE POLICE – discussion

Lt. Glynn, Vermont State Police, reviewed a proposed contract for Vermont State Police patrols in Charlotte for specific hours per month in an off-duty capacity. A trooper assigned to a South Patrol included Bolton, Hinesburg, Huntington and Charlotte. A \$48.46 per hour fee was locked into the contract.

Ms. Cole asked if community activities were a part of the discussion as well.

7. HENRIETTA FRIDHOLM – continuation of hearing for highway Access Permit (HAP-08-01) at 2278 Ferry Road

Peter Smyar, agent for Henrietta Fridholm, reviewed a site map for a proposed driveway and sight distances of 490' and 240' in a 20 mph zone. The applicant was seeking approval of a revised driveway location.

Mr. Bloch said that the Charlotte Road Commissioner has looked at the original and revised driveway locations. Mr. Lewis has given a verbal approval of the revised location.

Walter Gates, neighbor, suggested a turn around in the proposed driveway so no one would need to back out into Ferry Road.

MOTION by Mr. Thornton, seconded by Ms. Cole, to close the public hearing for a Highway Access Permit (HAP-08-01) at 2278 Ferry Road.

VOTE: 5 ayes; motion carried.

MOTION by Ms. Cole, seconded by Mr. Thornton, to approve a Highway Access Permit (HAP-08-01) at 2278 Ferry Road for Henrietta Fridholm with access in the westerly location as noted on a Site Map, dated 05/14/2008.

VOTE: 5 ayes; motion carried.

8. DEB FISCHER – Reappointment to Charlotte Park and Wildlife Refuge Oversight Committee

MOTION by Mr. Stone, seconded by Ms. Cole, to re-appoint Deb Fischer to the Charlotte Park and Wildlife Refuge Oversight Committee.

VOTE: 5 ayes; motion carried.

9. THOMPSON'S POINT LEASE AND CONSENT FOR COLLATERAL LEASE ASSIGNMENT FOR LOTS 165 & 166 and A JUNK YARD CERTIFICATE FOR J & A AUTO ENTERPRISES

MOTION by Mr. Ladue, seconded by Mr. Thornton, to approve a Thompson's Point lease and Consent for Collateral Lease Assignment for Lots 165 and 166 between the Town of Charlotte and Steven Stetson as presented.

VOTE: 5 ayes; motion carried.

The Selectboard signed a Thompson's Point Lease and Consent for Collateral Lease Assignment for Lots 165 and 166.

MOTION by Mr. Stone, seconded by Ms. Cole, to approve a junk yard certificate for J and A Auto Enterprise, 3573 Hinesburg Road, for a period of 5 years as presented.

DISCUSSION:

Mr. Ladue asked if the applicant was compliant with environmental criteria. The state has identified junk yards as a major source of ground water pollution in Vermont.

Mr. Stone read the junk yard certificate and 24 VSA criteria. There were no complaints brought against the business. The current certificate was still in affect from 2006, noted Mr. Stone.

Mr. Ladue said that junk yard regulations fell under the AOT purview.

Mr. Stone and Ms. Cole withdrew their motion.

10. CHARLOTTE AFFORDABLE HOUSING TRUST – Approval of Documents

Ellie Russell, Charlotte Affordable Housing Trust Committee representative, explained a written policy for an application for feasibility studies, which would be 90 percent funded via the Charlotte Affordable Housing Trust Fund. An applicant could apply for up to \$5,000. The applicant would be obligated to use the funds for affordable housing. The Town Attorney has reviewed the documents.

Mr. Stone suggested awarding a lesser amount of up to \$2,500 to keep more money available. Ms. Russell replied that the language says up to \$5,000. The committee would review each proposal. The committee is an advisory panel, and the Selectboard takes action. A suggestion is to try the process as proposed for one year o see what the experience is.

Suggested additions included:

- Page 3, 4th sentence, "...grant announcement of approval based on recommendations by the committee." "...minimal one to one match by the owner."

MOTION by Mr. Stone, seconded by Ms. Cole, to approve the Grant Award Policy and Procedure, Attachment A, Criteria for Grant Awards, Application Process, Trust Fund Grant Agreement and the Grant Application as presented by the Charlotte Affordable Housing Trust.

DISCUSSION"

Mr. Thornton stated that he had not received all the documents for review and was not ready to vote.

Mr. Ladue asked if the Town Attorney had made any substantive changes to the documents during the attorney's review. Ms. Russell replied no.

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

11. CHARLOTTE LAND TRUST – Use of the Town's FY08 Budget Allocation

Frances Foster, Charlotte Land Trust representative, briefly reviewed a written Charlotte Land Trust letter to the Selectboard regarding a request to use the FY08 budget allocation. There are two projects being worked on and when the funding was needed a letter would be presented to the Board.

12. TRAFFIC ENFORCEMENT – Review quotes and consider making contract

There was discussion regarding a proposal from the Shelburne Police Department for traffic enforcement services at \$22 per hour and \$0.50.5 per mile for a three month trial contract; concerns that Charlotte roads were not posted and noted as such in the Town ordinance, which allowed the Town to share in the fees collected (the ordinance would need to be updated to include roads posted at 50 mph); an overview of other services covered by the police officers, such as the ferry parking lot where car break-ins occur; and if there were any recent traffic complaints filed.

Mr. Bloch said that staff would obtain the Ferry Road Speed Study results.

**MOTION by Mr. Ladue, seconded by Ms. Cole, to approve an intent to enter into a contract to retain the Shelburne Police Department for ten hours per week starting as soon as reasonably possible to provide police service for Charlotte.
Mr. Ladue and Ms. Cole withdrew the motion.**

**MOTION by Mr. Ladue, seconded by Ms. Cole, to approve a start to the process to retain the Shelburne Police Department for services with a contract to follow.
VOTE: 3 ayes, 2 nay (Mr. Stone, Mr. Thornton); motion carried.**

13. WEST CHARLOTTE VILLAGE – Wastewater allocation planning and Burns property next steps

Ms. Cole handed out a written list of talking points for a discussion on wastewater allocations and the Burns property. A question was when to discuss the topic further and to identify a list of questions.

It was suggested to add a West Village Master Plan draft, list the documents in chronological order, and add the original Burns Property MOU, the Tom Mansfield summary review and work done by Mr. Ladue, clarify the Civil Engineer study and the Munson report, finish the public process, set priorities, and answer the question of: do we want to maximize sewer capacity resources and is it safe to locate a water well in the middle of a septic field.

The Board would review the revised talking points list at the next meeting of the Board.

Andy Thurber suggested that the Board take into account what the Town Plan says regarding the septic and water resources, and future needs for septic.

14. LITIGATION – Plouffe Lane Appeal

Mr. Russell noted that the ZBA decision regarding Plouffe Lane was appealed. A question was should the Town file a notice of appearance. Mr. Bloch said that the Town owns and maintains Plouffe Lane, which is a driveway/path through a field for public access to the trails.

Mr. Thornton stated that Plouffe Lane was not a Town road.

15. GREEN MOUNTAIN POWER

Ms. Cole reported that a license agreement between the Town and Green Mountain Power was not ready.

16. APPROVAL OF LICENSE AGREEMENT FOR VELCO CONSTRUCTION OF UNDERGROUND TRANSMISSION LINE IN TOWN TRAIL EASEMENT ON THE WALDORF SCHOOL PROPERTY

Ms. Cole reported that a conveyance of the Town trail easement at the Waldorf School between VELCO and the Town would be noticed in the newspaper Wednesday. VELCO was seeking permission to begin construction of the underground section of the line prior to conveyance.

The Selectboard members asked that Ms. Cole follow up on concerns regarding the visibility of new substation on Ferry Road, and to negotiate a license agreement conveyance with the VELCO.

MOTION by Mr. Ladue, seconded by Mr. Thornton, to authorize Jenny Cole to negotiate a License Agreement Conveyance for the VELCO construction of an underground transmission line in the Town trail easement on the Waldorf School property.

VOTE: 5 ayes; motion carried.

17. REQUEST BY STEVE DAVIS FOR WAIVER OF \$500 SEPTIC FEE FOR FOUR AFFORDABLE HOUSING UNITS ON HINESBURG ROAD

Mr. Stone pointed out that there was no septic capacity on the Davis property.

MOTION by Mr. Thornton, seconded by Mr. Stone, for the Selectboard to refuse a request by Steve Davis for a waiver of a \$500 septic fee for four affordable units on Hinesburg Road.

DISCUSSION:

Ms. Cole asked if the units would be perpetually affordable.

Mr. Thornton and Mr. Stone withdrew the motion.

18. SELECTBOARD UPDATES

Monument Committee

Ms. Cole requested that a Monument plan regarding a garden area on the Green be added to the agenda for the next Board meeting.

Mr. Ladue asked if a decision was made regarding the monument at the Brick Store intersection. Ms. Cole explained that the committee has discussed moving the monument at the school to the proposed garden on the Green, but the monument in the intersection (Ferry/Greenbush roads) would remain where it was.

Ms. Cole will present a finalized Monument Committee Plan at the next Board meeting.

19. WORK PLAN – Implementation of High Priority Action-items

The Board reviewed a Work Plan priority list. Further Board comments/input would be forwarded for revisions to the list.

20. BILL AND WARRANTS

The Selectboard signed Bills and Warrants as presented.

21. ADJOURNMENT

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

VOTE: unanimous; motion carried.

The meeting was adjourned at 10:25 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.