

**TOWN OF CHARLOTTE
SELECTBOARD MEETINGS
MARCH 24, 2008**

APPROVED

MEMBERS PRESENT: Charles Russell, Chairperson; Jenny Cole (departed at 8:25 p.m.), Ed Stone, Winslow Ladue, Frank Thornton.

ADMINISTRATION: Dean Bloch, Selectboard Assistant.

OTHERS: Hugh Lewis Jr, Ellie Russell, Josh Flore, Debbie Stone, Carly Krolick, John Hammer, Charlotte News; and others.

NOTE: the agenda was heard out of order, but appears in order as warned for continuity.

1. CALL TO ORDER

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

2. ADJUSTMENT TO THE AGENDA

Move agenda item 11, Recreation Coordinator.

3. PUBLIC DISCUSSION

John Hammer, Charlotte CCSWD representative, said that he regretfully needed to resign from the CCSWD for health reasons. A letter would be forwarded to the Board.

The Selectboard thanked Mr. Hammer for his many years of service.

4. APPROVAL OF MINUTES

MOTION by Mr. Ladue, seconded by Ms. Cole, to approve the minutes of 11/26/2007 as written with the following correction:

Page 3, globally correct the spelling of the name “Heather Manning”.
VOTE: 5 ayes; motion carried.

MOTION by Mr. Ladue, seconded by Ms. Cole, to approve the minutes of 1/30/2008 as written.

VOTE: 5 ayes; motion carried.

MOTION by Ms. Cole, seconded by Mr. Ladue, to approve the minutes of 02/21/2008 as written with the corrections as per Mr. Ladue.

VOTE: 5 ayes; motion carried.

MOTION by Ms. Cole, seconded by Mr. Ladue, to approve the minutes of 03/03/2008 as written with the following addition:

Last page, “The Board came out of Executive Session at 9:00 p.m. Peter Schneider and Jessica Donovan joined the Selectboard for further discussion of the draft stipulation and order. A motion was made by Mr. Stone, seconded by Mr. Ladue to adjourn the meeting. The meeting was adjourned at 9:10 p.m.”

VOTE: 5 ayes; motion carried.

MOTION by Ms. Cole, seconded by Mr. Ladue, to approve the minutes of the 2008 March Town Meeting long version, 03/04/2008, as written with the following correction:

Page 2, 3rd paragraph, delete “from intramural sports in the Town Recreational budget” and replace with “budgeting someone for enforcement”; 4th paragraph, 2nd sentence, change to read “waste water study in the West Village and n the Burns property and a town wide ground water study”;

Page 3, 2nd paragraph, 1st sentence, change the name to “Elizabeth Bassette”;
Globally change the name to “Bunky Bernstein”;

Page 9, 7th paragraph, 5th sentence, correct the word “Congregational”.

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 Mr. Ladue, seconded by Ms. Cole, to approve the minutes of 03/10/2008 as written with the following correction:

Page 9, #15, correct the heading “Point”.

Page 10, #17, add “Motion by Ms. Cole, seconded by Mr. Ladue...” “...the meeting was reconvened at 10:39 p.m.”; “The meeting was adjourned at 10:40 p.m.”

VOTE: 5 ayes; motion carried.

MOTION by Mr. Ladue, seconded by Ms. Cole, to approve the minutes of 03/18/2008 as written with the following correction:

Page 1, add heading “Executive Session – Appeal of Mary Beth Freeman”.

VOTE: 4 ayes, 1 Abstention (Mr. Russell); motion carried.

5. LAND MAINTENANCE AND BRUSH-HOGGING SPECIFICATIONS AND REQUESTS FOR BIDS

LAND MAINTENANCE

Ms. Cole suggested adding weekly mowing to the Land Maintenance bid(s).

Ms. Cole and Mr. Russell would meet to discuss potential revisions.

Mr. Ladue requested that all bids include a requirement to have vendor's provide all services utilizing 4 cycle engines, such as weed whackers. Language could be added to read “all maintenance should be done using equipment with 4 cycle engines, said Mr. Ladue.

Mr. Russell expressed concern that the Town wouldn't receive bids with a requirement for 4 cycle engines, and suggested language that "preference would be given to contractors using 4 cycle engine equipment."

There was further discussion regarding how to monitor use of 4 cycle versus 2 cycle engines; a question of how much pollution was caused by 2 cycle versus 4 cycle engines; and a bidding process, which was currently based on lowest bid. Ms. Cole suggested choosing a bid on quality.

Mr. Ladue said that language could say "preference may be given to..." Mr. Ladue would provide pollution studies if the Board requested one.

Board comments should be forwarded to Mr. Russell and/or Town staff.

Mr. Russell noted that a contractor had sublet maintenance of the Burns property to Robert Mack Jr, who had hayed the property.

It was suggested to remove the Burns property from the bid list and lease it for haying.

BID LIST

Mr. Russell asked staff to find out the number of miles, or acres, of trails at the Plouffe Lane property. There was a question if the Plouffe Lane mowing/brush-hogging should be added to the Park bid.

6. LEADER PROGRAM

Mr. Russell reviewed a brief history of the VLTC Leader Program, and the \$1,250 return from insurance. Uses for the funds were listed on a letter from Gloria Warden. The Board must decide if the Town will participate in the program for the current year.

Mr. Ladue expressed concern that if two bikes were purchased would the bikes be used.

MOTION by Mr. Ladue, seconded by Mr. Stone, to approve Town participation in the Leader Program and send a letter of intent.

VOTE: 5 ayes; motion carried.

7. 2007 BRIDGE INSPECTION REPORT

Hugh Lewis Jr, Charlotte Road Commissioner, reviewed a Bridge Inspection Report for the 2007 calendar year, dated 03/14/2008. The Selectboard should sign the report.

Following discussion, Ms. Cole suggested that the Road Commissioner revise the list and come back.

Mr. Lewis asked if there should be adjustments made to weight loads for VELCO truck traffic on Ferry Road from Route 7 to the train station.

A motion to enter Executive Session to discuss a VELCO Construction Agreement and Litigation Matters, and a clause to pay the Town to allow VELCO trucks on Town roads failed due to a lack of a second.

Mr. Ladue suggested conditions to the VELCO Construction Agreement that included: VELCO must pay to maintain roads in a passable condition, VELCO must repair any structural damage to the road bed, and to top coat road surfaces from Route 7 to the train station. Mr. Ladue suggested that the Town budget for worst case, or wait until the road conditions improved before allowing truck traffic on the road.

Mr. Lewis noted that the roads were posted during spring conditions. There was concern that VELCO would be allowed on the roads and taxpayers with trucks were prevented to use roads, such as myself, Steve Denton, etc. Mr. Ladue pointed out that VELCO would pay a premium to use the roads as per the agreement. Mr. Lewis replied that there may not be a good enough road base under Ferry Road to support trucks.

Mr. Stone pointed out that Mr. Lewis had stated that \$57,000 was sufficient to repave/repair any damage on Ferry Road caused by the VELCO trucks. That was to be paid to the Town whether there was any damage, or not, as per the agreement language. Trucks were limited to 55,000 pounds (truck and load) maximum.

There was lengthy discussion regarding load restrictions (Mr. Lewis recommended that weight limits stay under 55,000 pounds); a question of the amount needed to repair the road, or if the budget should be increased; the potential for state aid since Ferry Road is a Class II road; and a suggestion for the Town Attorney to review any agreement language revisions.

Mr. Thornton read Sections 2 and 5 of the agreement and stated that those sections were not well written.

Mr. Ladue spoke in support of \$90,000 versus \$57,000 for road repaving, and using performance based, not money based. Mr. Lewis said that he gave the \$60,000 estimate "off the top of his head" on what he thought it would cost to repave the road.

MOTION by Mr. Ladue, seconded by Ms. Cole, to forward the General Release and Settlement Agreement to the Town Attorney for review, pending approval changes to the language, and specially #3, a weight maximum of 55,000 pounds, and the roads traveled are only Ferry Road from the Route 7 intersection to the entrance of the train station on Ferry Road, Section 1 amended to require approval to repair any damage to the road bed with cold patch mix during hauling times and at hauling finish to repair and repave the road from Route 7/Ferry Road intersection to the Ferry Road/train station entrance to Town paving standards of a one-half minimum shim coat and at least one inch topcoat of hot patch.

Mr. Thornton stated that the Board should discuss the agreement with a lawyer before approving the agreement.

Mr. Ladue and Ms. Cole withdrew the motion.

(NOTE: Ms. Cole departed the meeting at 8:25 p.m.)

8. APPOINTMENTS

MOTION by Mr. Ladue, seconded by Mr. Stone, to appoint John Owen and Peter Joslin to the Planning Commission for 4 year terms each; to appoint Jonathan Fisher and Ben Pualwan to the Zoning Board of Adjustment for three year terms each; and to appoint Trafton Crandall to the Conservation Commission for a 4 year term.

VOTE: 4 ayes, 1 absent (Ms. Cole); motion carried.

MOTION by Mr. Stone, seconded by Mr. Thornton, to appoint Josh Flore as Animal Control Officer for a one year term.

VOTE: 4 ayes, absent (Ms. Cole); motion carried.

9. UPDATES

GENERATOR

Mr. Russell suggested soliciting a quote on wiring for a generator at the Charlotte Central School and to pursue the grant application.

Mr. Thornton suggested that the school apply for the grant. Mr. Russell pointed out that it was the Town that was in charge of emergency management. The Town could work with the school.

Mr. Russell would discuss the proposal with the school principal and the School Board.

WEST VILLAGE

There was discussion regarding the Community System report as outlined by Michael Munson; how a community system would fit in with the Town Plan and the Burns property; identifying next steps; a suggestion to appoint a committee to explore a fresh water supply and community septic system related to the Burns property; invite Mr. Munson to meet with the Selectboard and review the West Village report; and consider warning an open hearing for Mr. Munson to present the report findings to the public.

Mr. Russell read the project tasks #2 and 3 of the report.

Mr. Ladue suggested conducting a survey of needs, and identifying locations of homes that want to hook up to a public water or sewer system.

The Selectboard were agreeable with a survey as a next step.

10. SELECTBOARD WORKPLAN AND APPOINTMENT OF LIAISONS

The Selectboard will take up a Selectboard work plan and appointment of liaisons at the next meeting of the Board.

11. RECREATION COORDINATOR – Change Job Description; Look at Salary

Debbie Stone, Recreation Coordinator, and Carly Krolick, Recreation Commission representative, appeared before the Board.

Ms. Stone suggested that the Recreation Coordinator should take over the beach supervision.

There was lengthy discussion regarding the Recreation Coordinator's time log, which reported 20.68 hours per week worked over a 34 week period versus the 18 hours per week that was approved; if a beach supervisor would require extra hours (Ms. Krolick explained that four employees divided 'x' hours per week for beach coverage); and a job description of a beach supervisor that included unlocking the gate to the beach.

Ms. Stone said that she had offered to be paid for shift coverage at the beach versus as a supervisor.

There was a question if Ms. Stone's time would be better spent developing other programs; if job benefits would be required if (Ms. Stone's) time on the job extended beyond the 18 hours she was hired for; the number of beach hires for the summer (one would need to be a Shift Manager) with the Recreation Coordinator acting as scheduler and point person, and the Recreation Board as the responsible party for administrating the budget; and a clarification of a chain of command (the Selectboard as the lead, the Recreation Coordinator as a project coordinator funded in the Recreation budget administered by the Recreation Board).

The Selectboard decided to revisit the Recreation Coordinator job description at the next Selectboard meeting.

There was further discussion regarding a clarification of a payment level for the Recreation Coordinator at a salary base for 18 hours per week, and \$8.50 per hour for beach coverage. The Selectboard could revisit the Recreation Coordinator's hours as necessary.

12. EXECUTIVE SESSION – Real Estate Negotiation

MOTION by Mr. Ladue, seconded by Mr. Thornton, to recess the regular meeting and enter Executive Session for discussion of Real Estate Negotiation Matters, and to invite the Selectboard Clerk to attend.

VOTE: 4 ayes, 1 absent (Ms. Cole); motion carried.

The meeting was recessed and the Board entered Executive Session at 9:50 p.m.

MOTION by Mr. Stone, seconded by Mr. Laude, to adjourn Executive Session and reconvene the meeting.

VOTE: 4 ayes, 1 absent; motion carried.

The Board adjourned Executive Session and reconvened the meeting at 10.26 p.m.
No action was taken.

13. BILL AND WARRANTS

The Selectboard signed Bills and Warrants as presented.

14. ADJOURNMENT

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

VOTE: unanimous; motion carried.

The meeting was adjourned at 10:27 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.