

**TOWN OF CHARLOTTE  
SELECTBOARD  
MINUTES OF MEETING  
APRIL 30, 2012**

*APPROVED*

**MEMBERS PRESENT:** Charles Russell, Chairperson; Winslow Ladue, Ed Stone.

Absent: John Owen, Dennis Delaney.

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

**OTHERS PRESENT:** Peter Trono, Jacob Durell, Stephen Brooks, Kay Gault, Heather Manning, Moe Harvey, Bill Fraser-Harris, Howard Verman, Chris Boffa, John Hammer, Charlotte News; Carol Casey, Charlotte Citizen; and others.

**CALL TO ORDER**

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

**ADJUSTMENTS TO AGENDA**

None.

**PUBLIC COMMENTS**

Mr. Trono, resident, asked for an update on the Charlotte Fire and Rescue audit. Mr. Russell replied that Joseph Juhasz, State Audit Office representative, had offered to have the state review this year's financials, elected and contracted audits, and the most recent audit. Mr. Bloch sent five years of audit records. Mr. Juhasz will contact the Town on the review progress, explained Mr. Russell.

Mr. Bloch reported that Mr. Juhasz was on vacation. An update was requested. The person assigned has not done the work yet, said Mr. Bloch.

Mr. Trono asked if the books were turned over to the Town Treasurer by Linda Foote. Mr. Russell replied that the Town received a detailed transaction report and Mr. Curtis has updated his records. Fire and Rescue expenditures would be reviewed with Ms. Mead, said Mr. Russell.

Mr. Harvey asked the Selectboard to approve the Town account/payable warrants.

Mr. Harvey noted that the Annual Town Report included a Town Audit Report that includes a letter regarding internal controls (page 2). The Fire and Rescue departments should have the same audit letter as in the Town Report, suggested Mr. Harvey. Mr. Russell explained that the Fire and Rescue audit letter included 2 items. The Town intended to inquire why there were "...no material deficiencies...", said Mr. Russell.

**MINUTES: April 23, 2012**

**MOTION by Mr. Ladue, seconded by Mr. Stone, to approve the Selectboard minutes of April 23, 2012 as written.**

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

**TOWN SIGN CONTEST – discussion only**

Mr. Verman, Conservation Commission member, reviewed a proposed Town logo contest open to Charlotte residents. Rules would be posted on the Town website. The Selectboard charge would be to select a prize for a winning logo and pick a winner at the July 7<sup>th</sup> Town Party. Entries are due by June 7th, explained Mr. Verman. Mr. Russell asked if the logo was for the “Welcome to Charlotte” signs. Mr. Verman replied yes.

Mr. Stone suggested that the Conservation Commission seek a corporate donated prize.

Mr. Russell asked if the Conservation Commission would have enough time to advertise the contest if a prize was selected by May 14. Mr. Verman replied yes.

Mr. Harvey noted that in the past the Charlotte-Shelburne Rotary Club had offered to put up Town signs in the past. If the Town contacted the Rotary Club they might be interested in the project, suggested Mr. Harvey.

Mr. Stone said that the cost should be kept under \$600/sign for the six signs. Mr. Verman said that the Town would pay for the signs. Three quotes were received ranging from \$5,000- 5,500 for the six signs, said Mr. Verman.

**JAKE DURELL – interview for vacancy on the Trails Committee**

**MOTION by Mr. Stone, seconded by Mr. Ladue, to appoint Jacob Durell for a two year term on the Trail’s Committee ending April, 2014.**

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

Mr. Ladue asked that the Trails Committee consider making unwalkable trails on Town land usable. Mr. Stone suggested that trails should be linked.

**VERMONT CARES**

Mr. Fraser-Harris, Recreation Committee member, reviewed that the Recreation Committee had no concerns regarding the Champ Ride application. The event has been run many times and a Certificate of Insurance has been submitted.

There was discussion regarding the use of volunteers to direct traffic at road intersections.

Mr. Stone asked if the Recreation Committee had contacted the insurance company to make sure a certificate was issued. Mr. Fraser-Harris replied that the committee would confirm that liability insurance was secured.

**MOTION by Mr. Stone, seconded by Mr. Ladue, to approve a request to use Town roads for the Champ Ride on June 9, 2012 by Vermont Cares.**

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

**HEART OF VERMONT PRODUCTIONS**

**MOTION by Mr. Ladue, seconded by Mr. Stone, to approve a request to use Town roads for the Dynamic Duathlon on Sunday, June 10, 2012.**

**DISCUSSION:**

**Mr. Russell asked if Heart of Vermont Productions was a non-profit organization. Mr. Fraser-Harris replied that the 'for profit' box on the application was marked. The organization makes a significant donation to Vermont charities. CVU students would participate in the event, said Mr. Fraser-Harris.**

**Mr. Fraser-Harris explained that the Key Club was a CVU student club that did community service projects. The student participants were not charged a fee, but acquired sponsorships, said Mr. Fraser-Harris.**

**Mr. Stone asked if the Charlotte Fire and Rescue departments were notified regarding the event. Mr. Fraser-Harris explained that the event sponsors were waiting on a Town response before approaching Fire and Rescue.**

**Mr. Russell contacted Scott O'Neill, Heart of Vermont Productions representative, via telecommunication and reviewed a list of 26 questions in an e-mail, dated 04/29/2012, from Spin Richardson. Mr. O'Neill explained that police officers have been hired to direct traffic at the Hinesburg/Spear Street and Route 116/Shelburne Falls Road intersections. The cyclists would need to slow down for the right hand turns at those intersections. There would be no need for volunteers at the intersections, except to use flags to direct the entrants. The organization submitted a financial annual report and tax returns to the state regarding proceeds of the events. Entry fees for the students were \$35/individual, \$45/team, with an extra \$10 assessed on race day. The for profit organization donated \$300 to the CVU Key Club last year, with a gross donation totaling over \$64,000 to various organizations over a 7 year period. The CVU High School would be the start and finish of the 38-55 minute cyclist portion. Sanitary facilities would also be located at the high school. Bikers carried one refillable water bottle and no litter was expected, said Mr. O'Neill.**

**Mr. O'Neill said he would notify the Charlotte Fire and Rescue departments, the Hinesburg Police Department, and all other police departments once the Town approved the event application. If there were any other concerns the Town should contact him, said Mr. O'Neill.**

**Mr. Russell thanked Mr. O'Neill.**

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

**FERTILIZING CHARLOTTE LITTLE LEAGUE BALLFIELD**

**Mr. Boffa, Charlotte Little League President, explained that the Little League was a non-profit that owned the baseball fields that had been granted to them with requirements and standards for the field's upkeep and playing quality. Over 100 kids turn out for the season. The CCS baseball team used the field 5-6 times per week and for games at no cost. The Town contribution is a large piece of the Little League budget. The March Town Meeting vote to delete funds has put the Little League into a budgetary situation.**

The fertilizing portion was put out to bid to gain an understanding of the market and an opportunity to discuss needs with professionals. Norm Pellett provided some insight. The Little League was practicing correct procedures for field fertilization regarding the type and number of applications, said Mr. Boffa.

Mr. Boffa said that soil testing was an on-going process during the season. Irrigation management of the fields could be done better. The irrigation system has a rain sensor and the contractor would monitor water needs during the season. Fee schedules differed between users. The Little League players paid \$75 per player. The Little League was not a part of the Town's Recreation program. A scholarship was available for kids who cannot afford the fee. Sponsors are appreciated, said Mr. Boffa.

Ms. Manning, resident, asked if the Little League had concession income. Mr. Boffa replied that concessions were run by volunteer families, which were not always available. The concessions were weather dependent, pointed out Mr. Boffa.

There was discussion regarding bids received for fertilizing the ballfields; e-mail correspondence with Norm Pellett, who agreed with the Natural Lawn protocol; and the fertilization schedule used by CVU.

Mr. Russell said that in terms of the Little League line item the Town was over budget 11 percent regarding the applications paid for. Mr. Boffa said that in 2010-2011 the Little League paid for 3 applications and the Town paid for one, which balanced out the 3 applications the Town paid for and one paid by the Little League in 2011-2012. The Little League may need to apply a fee to the CCS ball team. We don't want to change the school relationship. School dollars were more complicated, said Mr. Boffa.

Ms. Manning said that CCS charged the soccer league \$600 plus restoration of the fields for the use of the school fields for a six week season. The soccer league paid for new soccer balls for the school in negotiations one year for a cost of \$800. There was a \$150/child fee to play soccer, and \$300/person on the higher end, said Ms. Manning.

Mr. Ladue asked how the Little League would respond if the voters decreased the ballfield line item next year. Mr. Boffa replied that the school would be billed.

Mr. Stone suggested that the Little League seek more donations. The Town would have \$6,800 in the 2012-2013 budget after July for mowing the fields, said Mr. Stone.

Mr. Russell suggested continuing discussion on the Little League issue at the May 14<sup>th</sup> Selectboard meeting.

(NOTE: the Chair called a break from 8:30 p.m. to 8:40 p.m.)

## **APPOINTMENT TO CHITTENDEN SOLID WASTE DISTRICT BOARD OF COMMISSIONERS**

Mr. Russell reviewed 3 letters received from the Chittenden Solid Waste District (CSWD) regarding an appointment of an elected official to the CSWD Board of Commissioners, and the need for a Mobile Drop Off Center (MDOC).

Mr. Brooks explained past efforts to locate a tri-town MDOC and suggested that the Town look into possible sites.

**MOTION by Mr. Ladue, seconded by Mr. Stone, to appoint Ed Stone to the Chittenden Solid Waste District Board of Commissioners for a two year term beginning June 1, 2012 and ending May 31, 2014.**

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

In response to a Board inquiry, Mr. Brooks declined a CSWD alternate nomination.

#### **SELECTBOARD UPDATES – discussion only**

Mr. Ladue asked the Selectboard members to review a draft procurement form.

Mr. Russell noted that Nancy Wood had questions regarding the process to reconsider a vote of Article 5 - what was amendable, or not. The Town was seeking clarification from the Town Attorney. According to Robert's Rules of Order a full discussion was allowed, said Mr. Russell.

Mr. Stone clarified that it is a new Town Meeting and the process was up to the Town Moderator. It is a vote to reconsider the article first, and if approved then the voters would reconsider Article 5.

#### **APPROVAL OF BILLS AND WARRANTS**

Mr. Russell said that wording for approval of warrants was not resolved at this time.

**MOTION by Mr. Ladue, seconded by Mr. Stone, to approve Bills and Warrants as follows:**

- **Town General Fund for \$14,435.40**
- **Town General Fund and Highway Fund for \$87,425.56**
- **Town Highway Fund for \$3,652.30**
- **Town Highway Fund for \$40.00**
- **Town Highway Fund for \$7,817.50**
- **Town Payroll for \$6,928.55 (gross)**
- **Town Payroll for \$7,925.59 (gross)**
- **Fire & Rescue for \$2,435.76**
- **Fire & Rescue for \$10,696.83**
- **Fire & Rescue (NFPA Membership) for \$165.00 for one year**

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

The Selectboard members present signed bills and warrants.

#### **ADJOURNMENT**

**MOTION by Mr. Ladue, seconded by Mr. Stone, to adjourn the meeting.  
VOTE: 3 ayes, 2 absent (Mr. Owen, Mr. Delaney); motion carried.**

The meeting was adjourned at 9:23 p.m.

Respectfully submitted, Kathlyn Furr, Recording Secretary