

**CHARLOTTE SELECTBOARD  
MINUTES OF MEETING  
TOWN HALL  
AUGUST 8, 2016**

**APPROVED**

**SELECTBOARD MEMBERS:** Lane Morrison, Chair; Carrie Spear, Fritz Tegatz, Jacob Spell. Absent: Matthew Krasnow.

**ADMINISTRATION:** Dean Bloch, Town Administrator.

**OTHERS:** Moe Harvey, Mary Mead, Michael Russell, David Marshall, John Snow, Jenny Cole, Dana Hanley, Stephen Brooks, Jonathan Fisher, Robin Reid, Michael Frost, Karen Frost, Marilyn Richardson, Claudia Mucklow, Terry B Silva, Peter Carreio, Robert Mack. Christina Booher, John Hammer, Charlotte News; and others.

**ITEMS TAKEN UP:**

7:20 PM CVFRS-quarterly report (end-of-year FY16)

7:40 PM Expansion of the West Charlotte Village wastewater system to serve private property on Ferry Road—presentation and public discussion

8:40 PM Contract with Dubois & King for the trail scoping project

**CALL TO ORDER**

Mr. Morrison, Chair, called the meeting to order at 7:03 p.m.

**ADJUSTMENTS TO THE AGENDA**

None.

**PUBLIC COMMENT**

None.

**MINUTES: July 25, 2016; August 1, 2016**

**MOTION** by Mr. Tegatz, seconded by Ms. Spear, to approve the Charlotte Selectboard minutes of July 25, 2016 as written.

**VOTE:** 3 ayes, 1 abstention (Mr. Spell), 1 absent (Mr. Krasnow); motion carried.

**MOTION** by Tegatz, seconded by Ms. Spear, to approve the Charlotte Selectboard minutes of August 1, 2016 as written, with edits:

- Page 2, Line 74, 1<sup>st</sup> sentence – change to read “Mr. Tegatz said that he had requested that the Charlotte Road Commissioner and the Ahead of the Storm group to attend this meeting to answer questions...”;
- Page 4, line 142, 1<sup>st</sup> bullet item – change to read “Lot 128 could revert back to a single lease”.

**VOTE:** 3 ayes, 1 abstention (Mr. Spell), 1 absent (Mr. Krasnow); motion carried.

**SELECTBOARD UPDATES**

Mr. Morrison reported that Steve Mack has re-stripped the parking slots at the Town Hall parking lot at no charge to the Town as an anonymous volunteer.

Mr. Morrison reported that there has been no feedback from the Vermont Labor Department regarding Ms. Mead's wage claim. Michael Hoyt will be sending a response within the next week, said Mr. Morrison.

Mr. Bloch reported that the Charlotte Solar Farm, LLC, filed a Request for Certification letter with the Public Service Board (PSB) regarding the landscaping plan. Charles Pughe, Charlotte representative, has expressed concerns regarding the Solar Farm statements in the report related to incomplete items, said Mr. Bloch.

Mr. Morrison asked staff to file a letter with the PSB that the Charlotte Selectboard did not agree with some of the certification letter statements and the matter should remain open.

Mr. Tegatz asked if the Charlotte Solar Farm, LLC, application is the case that the Town could be reimbursed for legal fees. Mr. Bloch replied that it was up to the PSB. Ms. Spear said that she has reviewed the proposed solar farm landscaping plan and visited the site. The solar farm situation has cost the Town money in legal fees, stated Ms. Spear.

Mr. Spell asked who the Town could sue to recover legal fees. Mr. Bloch said that the applicant should reimburse the Town. If the PSB doesn't rule in the Town's favor then the matter could be pursued in court, said Mr. Bloch.

The Selectboard members asked staff to e-mail a summary of Mr. Pughe's concerns.

#### **CVFRS-QUARTERLY REPORT (END-OF-YEAR FY16)**

John Snow, CVFRS Corporate President, reviewed a pre-audit FY2016 Financial Management-Operating report ending June 30, 2016.

Ms. Spear asked for clarification of a \$2,400 charge for bank and other fees. Mr. Snow explained that the charges were for payroll administration and software expenses. Mr. Spell asked for an itemized list of those charges.

Mr. Morrison asked for clarification regarding consolidated surplus of \$52,558 and net operating income. Mr. Snow replied that it was a desire of the Selectboard to see a consolidation of the budgets. There were items that are not comparable; for example, expenses with no budget that makes up the Capital Projects list, said Mr. Snow.

Mr. Morrison pointed out line item 10, equipment, budgeted for \$140,000, of which \$80,000 was spent. Mr. Snow explained that it could be grant funds that paid for equipment replacement. For example, air packs. Fire and Rescue didn't receive a grant and the equipment was not purchased. The service has re-applied for a grant, said Mr. Snow.

There was lengthy discussion regarding a consolidated financial report that included the Special Funds, such as the Barrows Fund and the Tower Fund, in an effort to comply with a Town request for a complete accounting of all revenue and expense streams; a Capital Projects list that is a projection schedule of proposed equipment acquisitions (Mr. Snow pointed out that items on the list are “to be done” and is a rolling account.); a Selectboard question related fundraising efforts by the Fire and Rescue service as a 501(c)(3) organization to offset tax payer money; and reviewing the Surplus account calculation that could be done off-line.

Mr. Carreio said that fund raising is done and could be discussed further.

Mr. Morrison thanked Mr. Snow for his presentation. The Town understood the intent of a ‘consolidated’ budget is to have a better understanding of the Special Funds.

Ms. Booher asked for clarification regarding the CVFRS surplus calculation that could be figured off-line. Mr. Morrison replied that it was covered in the MOA. The calculation language needed to be amended in the MOA, said Mr. Morrison.

**EXPANSION OF THE WEST CHARLOTTE VILLAGE WASTEWATER SYSTEM TO SERVE PRIVATE PROPERTY ON FERRY ROAD— PRESENTATION AND PUBLIC DISCUSSION**

David Marshall, Civil Engineering, Inc., and Dana Hanley, Wastewater Committee members, reviewed waste water capacity in the West Village that is supported by language in the Town Plan. The committee was asked to continue work started in 2010 of the existing and future waste water system. A report of the committee work released this summer included action items and recommendations, said Mr. Marshall.

There was discussion regarding the ‘pump and haul’ system currently serving four Town buildings created in 2001; acquisition of the Burns’ Farm property that had septic soils; a gravity waste water system and force main to the Burns property that has supplied the Town buildings for the last 15 years using 3,100 gpd design flow of the total 5,000 gpd capacity; a recommendation to seek state permitting of up to 6,500 gpd; a proposed Phase 1 project to allow distressed West Village properties to tie into the Town system and a Phase 2 that would open up septic capacity to other properties in the West Village; and draft language for a Allocation Ordinance and a Use Ordinance.

Mr. Marshall explained that Charlotte administers the state waste water permitting program. The Town charges a fee for the permit process. Peak gpd numbers are identified by the state in the permits and that permit would run with the land, said Mr. Marshall.

Mr. Mack said that there should be some mechanism to take unused capacity for reuse by someone else.

Mr. Harvey expressed concern that the Charlotte Central School was disinterested in discussing future septic needs with the Town. The Burns’ property was acquired for use by the Town and school, stated Mr. Harvey. Ms. Hanley explained that the committee

members talked to the school administration and they expressed no interest. Mr. Tegatz said that he estimated the cost of running a septic system from the school to the Burns' property. It came to several million dollars, reported Mr. Tegatz.

Mr. Spell asked if individual meters should be used. Mr. Marshall explained the process for monitoring the flows at the pump station to get a better understanding of usage. A better discussion would be to know what building used what flow and how much they pay. Then individual meters should be used for the four users today, said Mr. Marshall.

Ms. Richardson, Children's Center representative, explained that she has approached the Town several times. The center is at near capacity now and would like to accept at least four more children. That meant needing additional gpd, said Ms. Richardson.

Mr. Fisher, Zoning Board of Adjustment member, recalled a history of a failed septic system at CCS in the mid-1990s. The Town tried to talk the school into purchasing a portion of the Livermore property that had septic soils. The school didn't follow through with the suggestion, said Mr. Fisher.

Mr. Brooks suggested that the report authors add a narrative to identify the Burns' property ownership and to formulate a monetary value of the septic rights and a value of the 'sale' rights. The Town is the owner of an asset and is also a user. The plan contemplates that the owner will transfer something of value to a private user, explained Mr. Brooks. Ms. Hanley said that is what the connection fees and user fees do.

Mr. Marshall said that there is a policy section in the report. There is an assessment of \$2,500 per acre of agricultural land value, and a waste water use value of \$10,000 for that acre. A greater value may need to be assigned, suggested Mr. Marshall.

Mr. Frost, West Village resident, said that it is economical issue to meter a building. People come from the Old Brick Store to the Town Hall to use the restroom facilities. Village businesses don't the have septic capacity to offer a public facility. The Town should apply for a 6,500 gpd permit in case something did happen. When a septic system fails on a village lot it affects that lot's water well, or even a neighboring lot's well, said Mr. Frost.

In response to questions regarding downsides, or state interests, Mr. Marshall said that there would be no other impacts to systems or ground water in theory. The report is a paper exercise to have discussions first. There shouldn't be anything to cause the state to come in if a permit for increasing the capacity was submitted, said Mr. Marshall.

*NEXT STEPS:*

- Separate policies into a list form
- Review potential policy decisions
- Schedule a Selectboard work session with the public invited
- Staff to email work session dates to the Selectboard

**CONTRACT WITH DUBOIS & KING FOR THE TRAIL SCOPING PROJECT  
MOTION by Ms. Spear, seconded by Mr. Tegatz, to approve a contract with  
DuBois and King for the Trail Scoping project, and to authorize the Charlotte  
Selectboard Chair to sign the contract on behalf of the Town of Charlotte.  
VOTE: 4 ayes, 1 absent (Mr. Krasnow); motion carried.**

Mr. Morrison would sign the contract documents on Tuesday, August 9, 2016, at the  
Town Hall.

**APPROVE WARRANTS TO PAY BILLS**

The Selectboard reviewed and signed warrants to pay bills.

**ADJOURNMENT**

**MOTION by Ms. Spear, seconded by Mr. Tegatz, to adjourn the meeting.  
VOTE: 4 ayes, 1 absent (Mr. Krasnow); motion carried.**

The meeting was adjourned at 9:31 p.m.

Minutes respectfully submitted, Kathlyn L. Furr, Recording Secretary.