

**CHARLOTTE SELECTBOARD  
MINUTES OF MEETING  
TOWN HALL  
DECEMBER 16, 2013**

**APPROVED**

**SELECTBOARD MEMBERS:** Charles Russell, Chair; Lane Morrison, John Owen, Ellie Russell, Winslow Ladue.

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

**OTHERS:** Mary Mead, Ed Cafferty, Vince Crockenberg, Ben Pualwan, Joanna Cummings, Michael Yantachka, Bonnie Christie, Kate Lampton, Frances Foster, Jennifer Chiodo, Catherine Hughes, Bill Kallick, Rebecca Foster and David Pill, John Hammer, Charlotte News; Heather McKim, Charlotte Citizen; and others.

**ITEMS TAKEN UP:**

- **Selectboard budget work-session**
- **Board of Listers: Grand List errors & omissions – action item**
- **RaceVT.org – request to use town roads for three race events in 2014 – action item**
- **Charlotte Land Trust – recommendation for funding of the Charlotte Conservation Fund – discussion only**
- **Energy Committee’s budget – discussion only**
- **Community Safety Committee – update – discussion only**
- **Town Meeting Study Committee – update – discussion only**
- **Selectboard budget – discussion only**

**CALL TO ORDER**

Mr. Russell, Chair, called the meeting to order at 6:04 p.m.

**ADJUSTMENTS TO AGENDA.**

Hear Charlotte Land Trust funding of the Charlotte Conservation Fund at 7:15 p.m. and hear Community Safety Committee update at 7:45 p.m.

**PUBLIC COMMENT**

Mr. Hammer thanked the Selectboard, especially Charles Russell, Lane Morrison, and Gloria Warden, for an outstanding Volunteer Appreciation Party held December 15, 2013.

**SELECTBOARD BUDGET WORK-SESSION**

There was discussion regarding:

- Numbers needed for delinquent tax income and Pilot.
- Reserve fund, Fire and Rescue, show as \$180,000.
- Improvements and Repair fund balance to date was \$23,000.

- Trails Reserve fund, add \$5,000 for matching grant money (Ms. Mead noted that the Trails fund had a balance to date of \$20,000 that included \$5,000 from this year's budget).
- Affordable Housing had a balance to date of \$165,000 – no added funds recommended.
- Pages 9 and 10 - Town Lands, add \$2,400.
- Page 10 - Thompson's Point trash removal at \$600.
- Charlotte Berry Farm - \$10,000.
- Land fill monitor – use \$3,500 as a placeholder until staff reviews numbers.
- Park security and maintenance – add \$14,450.
- School fields and gym – staff to contact school (Ms. Mead suggested \$8,000 pending contact with the school).
- Page 4, Selectboard salaries to remain the same.
- Minute taker at \$3,500.
- Legal expense at \$35,000.
- Unanticipated expenses at \$8,000.
- Town Party at \$3,000.
- Volunteer Recognition Party line item at \$8,000.
- Page 14 – Miscellaneous: VLTC insurance at \$42,000; miscellaneous expense at zero; Dogs miscellaneous at \$2,000; Animal Control Officer at \$2,000; Health Officer at zero; Charlotte Land Trust at \$7,500.
- Page 8, Employee health benefits – Ms. Mead noted that there was \$30,000 in the HRA that could be transferred to employee health benefits. Ms. Mead suggested \$120,000.
- Selectboard – Ms. Mead and the Town Administrator would collaborate.
- Tree Warden at \$1,000.
- County tax estimate of \$43,000.
- CCMPO/CCRPC - zero.
- Lake Champlain – zero.

**MOTION by Ms. Russell, seconded by Mr. Owen, to enter Executive Session for the purpose of discussing salaries, and to invite the Town Administrator to attend.  
VOTE: 5 ayes; motion carried.**

The Selectboard entered Executive Session at 6:52 p.m.

The Selectboard adjourned Executive Session and reconvened the regular meeting at 7:10 p.m.

Mr. Russell reported that no action was taken in Executive Session.

**BOARD OF LISTERS: GRAND LIST ERRORS & OMISSIONS – action item**  
Betsi Oliver, Board of Listers' representative, reviewed Errors and Omissions of the Grand List.

**MOTION by Ms. Russell, Seconded by Mr. Ladue, to approve the Grand List Errors and Omissions as presented.**

**VOTE: 5 ayes; motion carried.**

**RACEVT.ORG – REQUEST TO USE TOWN ROADS FOR THREE RACE EVENTS IN 2014 – action item**

**MOTION by Ms. Russell, seconded by Mr. Owen, to approve a request by RaceVT.org to use town road for three race events in 2014 as presented.**

**VOTE: 5 ayes; motion carried.**

**CHARLOTTE LAND TRUST – RECOMMENDATION FOR FUNDING OF THE CHARLOTTE CONSERVATION FUND – discussion only**

Kate Lampton and Frances Foster, Charlotte Land Trust representatives, reviewed a request for funds for the Charlotte Conservation Fund, and \$7,500 for operation expenses.

Mr. Cafferty asked how many projects have been completed and what the balance of the Conservation fund was.

Following a brief discussion, the Selectboard suggested using \$180,000 at \$0.02 on the tax rate as a placeholder.

Mr. Ladue said he thought the number could be reduced.

**ENERGY COMMITTEE’S Budget – discussion only**

Jennifer Chiodo, Catherine Hughes, Bill Kallick, Rebecca Foster and David Pill, presented a draft Energy Committee budget request.

**MOTION by Ms. Russell, seconded by Mr. Owen, to enter Executive Session for the purposes of discussion a document that was exempt from public disclosure, as per 1 VSA 317C, and to invite the Town Administrator to attend.**

**VOTE: 5 ayes; motion carried.**

The Selectboard entered Executive Session at 7:52 p.m.

**MOTION by Mr. Owen, seconded by Mr. Ladue, to adjourn Executive Session.**

**VOTE: 5 ayes; motion carried.**

Executive Session was adjourned and the regular meeting was reconvened at 8:25 p.m.

Mr. Russell reported that no action was taken in Executive Session.

**COMMUNITY SAFETY COMMITTEE – UPDATE – discussion only**

Ben Pualwan, Ed Cafferty, Michael Yantachka, and Bonnie Christie, Community Safety Committee representatives, reviewed a committee time line, and a goal to present a Community Safety report by the end of December. The report would include options that

outlined potential for a community police service, external police service, other options such as a neighborhood watch, and addressed spending/costs for police services, said Mr. Pualwan.

Mr. Pualwan handed out a two page summary of a Community Safety Committee public survey for Selectboard review.

There was discussion regarding general police services provided by the State Police and Shelburne Police. Mr. Russell asked if there was an option to have Shelburne Police as a main provider versus the State Police. Mr. Cafferty replied no. The Shelburne Police Department was not a full service department. Shelburne calls in the State Police if there was a major event, said Mr. Cafferty.

In response to questions related to incident data, Mr. Pualwan explained that available speed study data would be addressed in the report. The committee had a different perception regarding the data – if it was problematic, or not, said Mr. Pualwan.

There was further discussion regarding the use of equipment to measure speeds at different points around town to gather further data, and how to post speed limits in town.

Mr. Russell asked if the committee members would be available to continue beyond the end of December if necessary. Mr. Pualwan replied yes. An issue was that there was no mention of speed reduction in the Town Plan, or a line item in the budget to address speed reduction.

Mr. Ladue asked if the committee could do a progress/status presentation at the March Town Meeting. A written summary that included costs for a town police department for the Town Report should be submitted by mid-January, said Mr. Ladue.

Mr. Russell asked the committee members to discuss speed reduction issues with staff and the Planning Commission for additions in the Town Plan revisions.

#### TASKS:

- Submit a summary to print in the Town Report, to include costs.
- Consider adding a line item in the budget to address speed reduction.
- Consider a Town Meeting article related to police services in town.

The Selectboard members thanked the Community Safety Committee members for their efforts.

#### **TOWN MEETING STUDY COMMITTEE – UPDATE – discussion only**

John Hammer, Vince Crockenberg, and Michael Yatchanski, Town Meeting Study Committee members, reviewed discussions with the Secretary of State's office.

Mr. Crockenberg said that a framework to preserve the best of Town Meeting and Australian balloting was a two-step process. One: hold a January Special Town Meeting

with one agenda item to discuss/amend the Selectboard budget for the following year. Two: hold the March Town Meeting with a vote by Australian ballot on the Selectboard's budget. The Secretary of State representative had questions and would consult with Vermont League of Cities and Towns. The committee hoped to hear answers in a few days. One question was if the Selectboard budget was amended at the January Special Meeting was the budget binding until voted on in March, explained Mr. Crockenberg.

Mr. Russell suggested holding a January Special Meeting and then continue the meeting to the March Town Meeting. Did the Secretary of State representative talk about a Town Charter to do this, asked Mr. Russell.

Mr. Owen asked if the committee was proposing to make a presentation of options at the 2014 March Town Meeting. Mr. Crockenberg replied that the committee would present findings at the Town Meeting.

Mr. Hammer said he was not sure he would want an article to move to an Australian ballot. It could be done as an advisory motion at the meeting end. It would change the democratic method of a direct vote, or paper vote. Eighty percent of survey respondents favored a paper ballot. Other March Town Meeting options included a switch of day, or time of the meeting, such as the first Saturday at 9:00 a.m., or second Monday at 7:00 p.m., said Mr. Hammer.

Mr. Crockenberg said that if the two-step framework option passed a legal test, then there was a question of scheduling January and March meetings.

Ms. Cummings suggested adding supportive services so that more people could attend the March Town Meeting, for example; a dinner/lunch served during meeting, or offering child care.

Mr. Russell said that an advisory article for an Australian ballot option could be posed to gather data to get a better sample of what the Town favored. Mr. Russell spoke in support of the March Town meeting as it currently was.

Mr. Yantachka said that a Selectboard budget would have to be ready by December in order to be ready for review by the public at a January Special Meeting.

Mr. Ladue asked the committee to report back when the committee heard back from the state.

### **SELECTBOARD BUDGET – discussion only**

#### **Conservation Commission**

Ms. Cummings handed out a written handout to justify the Conservation Commission draft budget. The bulk of the budget goes into education and technology support, said Ms. Cummings.

Mr. Ladue said the invasive species budget items should be combined with the Lewis Creek, Sue Smith and Conservation Commission's requests.

Changes to the draft budget line items included the following:

- Delete "Wildlife Inventory" line item.
- Change "Education and Tech Support" to "Education, Tech Support and Wetlands Stewardship" for \$4,900.
- Green Up Day at \$300.
- Delete "UVM Interns" and change the title to "Invasives" for \$1,000.
- Change "CV Conservation Alliance" to "CV Conservation memberships" for \$200.
- Delete "Natural Resources Info CCS".
- Total FY2014/2015 budget at \$6,400.

#### **MINUTES: December 9**

Approval of the December 9, 2013 Selectboard minutes was deferred.

#### **COMMITTEE UPDATES**

None.

#### **SELECTBOARD UPDATES**

Mr. Ladue reviewed a bridge inspection report of the Upper Bridge – Lewis Creek Bridge, and suggested that staff should issue an RFP to get a quote on the repair for a Town Meeting presentation.

Mr. Russell and Mr. Morrison volunteered to meet a bridge inspector at the bridge Monday, December 16<sup>th</sup>, to look at the top cord of the bridge.

Mr. Ladue said that the Town could use the existing grant money to do an evaluation of the west approach of the Carpenter Road Bridge to allow larger trucks to enter the bridge safely. A quote from the engineering firm for a cost was needed, said Mr. Ladue.

Mr. Ladue reviewed that three RFP's were needed as follows:

- An engineering study for the Upper Bridge repairs.
- Funding for repairs to the Upper Bridge.
- A quote for improvements to the Carpenter Bridge approach.

Ms. Russell briefly reviewed a CVFRS Capital Reserve fund projection, and noted that the draft MOA was not ready for a vote. Leases for vehicles and the building were no longer needed, said Ms. Russell.

Mr. Morrison asked Ms. Russell to forward the draft MOA to the Selectboard. A sentence, or two, should be included that the vehicle and building were owned by the Corporate Board, and if the Corporate Board/CVFRS were dissolved then ownership reverts back to the Town, suggested Mr. Morrison.

**APPROVE WARRANTS TO PAY BILLS**

The Selectboard signed warrants to pay bills.

**ADJOURNMENT**

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

**VOTE: 5 ayes; motion carried.**

The meeting was adjourned at 9:50 p.m.

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