

**TOWN OF CHARLOTTE
SELECTBOARD
MINUTES OF MEETING
JANUARY 23, 2012**

APPROVED

MEMBERS PRESENT: Charles Russell, Chairperson; Winslow Ladue, John Owen, Ed Stone, Dennis Delaney.

ADMINISTRATION: Dean Bloch, Selectboard Assistant.

OTHERS PRESENT: Sara Shays, Sue Moraska, Heather Manning, Ellie Russell, Stephen Brooks, Jenny Cole, Robert Mack, Fritz Tegatz, Moe Harvey, Mary Mead, Frank Tenney, Carol Casey, Charlotte Citizen; Sheri Duff, Charlotte Citizen; Nancy Wood, Charlotte News; and others.

CALL TO ORDER

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

ADJUSTMENTS TO AGENDA

Add: Roscoe Road Update - discussion.

PUBLIC COMMENTS

None.

MINUTES: January 17

Approval of the Selectboard minutes of January 17, 2012 was deferred until the next Board meeting.

SARA SHAYS: application for a Highway Access Permit (HAP-12-01) to move an existing residential access on Spear Street. The access currently serves one single family dwelling, and is proposed to also serve a second single family dwelling – action under consideration: approve application

MOTION by Mr. Owen, seconded by Mr. Ladue, to approve a Highway Access Permit, HAP-12-01, to move an existing residential access on Spear Street; the access currently serves one single family dwelling, and is proposed to also serve a second single family dwelling.

DISCUSSION:

Mr. Owen said he looked at the site this afternoon and the location made sense. The current grade is steep, but it appeared that a proposed 30' leveled area was possible, reported Mr. Owen.

Mr. Delaney said he did a site visit. The Charlotte Road Commissioner thought a 30' level area was possible as well.

Ms. Shays noted that an existing telephone pole interfered with the northerly sight line view because of the incline. She was looking to put the access a little further south to improve visibility to the north, explained Ms. Shays.

VOTE: 5 ayes; motion carried.

MOTION by Mr. Ladue, seconded by Mr. Owen, to amend the motion approving a Highway Access Permit, HAP-12-01, to include a level area 30' in from Spear Street.

VOTE: 5 ayes; motion carried.

FRITZ TEGATZ – interview for appointment to Conservation Commission – action under consideration: approve appointment for a term ending in April, 2013.

The Selectboard interviewed Mr. Tegatz for a position on the Conservation Commission.

Mr. Russell noted that Bob Hyams, Conservation Commission Chair, recommended Mr. Tegatz for the position.

MOTION by Mr. Owen, seconded by Mr. Ladue, to appoint Fritz Tegatz to a Conservation Commission position for a term ending in April, 2013, as presented.

VOTE: 5 ayes; motion carried.

FIRE AND RESCUE BILLING – action under consideration: authorize use of Town accounting systems for paying CVFRS bills

Ms. Wood said that the Town Auditors supported the Fire and Rescue billing concept.

MOTION by Mr. Ladue, seconded by Mr. Owen, to authorize the use of Town accounting systems for paying Charlotte Volunteer Fire and Rescue Service bills as presented.

DISCUSSION:

Ms. Mead said she was comfortable using the Town accounting systems for paying the bills. Mr. Russell said that the Town would take over billing February 1, 2012.

VOTE: 5 ayes; motion carried.

VERMONT GAS ADVISORY GROUP ON ADDISON EXPANSION – action under consideration: appoint representative to future Advisory Group meetings

Ms. Cole handed out copies of proposed Vermont Gas route maps and explained proposed portions of transmission and distribution lines. She attended a first Advisory Group meeting and schedule of three meetings by the end of February. Public discussions would start in March. Proposed routes through Charlotte were along Route 7, or the VELCO corridor. The Route 7 reconstruction project was brought up. The next meeting will be on Friday, January, 27, 2012, 1:00-4:00 p.m. at the Addison County Regional Planning office. A Certificate of Public Good application would be heard by the Public Service Board. The project would not be regulated locally, said Ms. Cole.

Ms. Wood asked if Charlotte could benefit by tapping into the natural gas resource if the line went through Town. Ms. Cole explained that service areas would be determined by costs and a high population consumer area.

Ms. Cole explained that distribution line would be buried 24” – 38” deep, or much deeper if it was a transmission line. The natural gas came from different sources in Canada, said Ms. Cole.

Ms. Cole said she would be interested in representing the Town at the meetings. Mr. Delaney expressed interest in attending meetings as well.

**MOTION by Mr. Owen, seconded by Mr. Ladue, to appoint Jenny Cole as the Charlotte Town representative at the Vermont Gas Advisory Group meetings.
VOTE: 5 ayes; motion carried.**

Ms. Cole said that she would put printed material and Advisory Group minutes in a Town binder for those that were interested in the Vermont Gas project.

TOWN FINANCIAL AUDIT – action under consideration: approve

MOTION by Mr. Owen, seconded by Mr. Delaney, to approve the Town Financial Audit as presented.

DISCUSSION:

Mr. Delaney asked if audits would help in stemming embezzlements. Ms. Wood explained that Town audits most likely wouldn’t pick up problems. However, professional auditors cross check statements and reports. There are checks and balances on what a Town auditor can do. The professional auditors have made recommendations to the Town, for example; be involved in bank reconciliations, don’t have the person writing the checks also conduct audits, and have someone trained to cover Town business when vacations are taken. Professional auditors have recommended doing something with old checks, said Ms. Wood.

VOTE: 5 ayes; motion carried.

TOWN BUDGET – action under consideration: approve for Town Meeting Warning

Mr. Bloch reviewed a revised draft Town Budget, and noted that the Fire and Rescue line items were integrated into the revised budget.

Mr. Russell reported that the A-1 ambulance has had a new engine installed for a cost of \$15-18,000. There is a three-year warranty on the engine. Purchase of a new ambulance could be pushed out for another year, suggested Mr. Russell.

Mr. Stone said that the South Burlington ambulance has been purchased as a back up unit. It has been equipped except for seat belts at this point. The rented ambulance will be sent back, said Mr. Stone.

MOTION by Mr. Stone, seconded by Mr. Owen, to approve an FY2012-2013 Town budget in the amount of \$2,820,412.

VOTE: 5 ayes; motion carried.

WARNING FOR TOWN MEETING – action under consideration: approve for posting

MOTION by Mr. Stone, seconded by Mr. Owen, to approve the Town Meeting warning with an amount of \$2,820,412 added to Article 3, and to add to Article 5 a date of January 12, 2012 and to replace the words “...approximate cost of \$77,000...” with “...at a cost not to exceed \$77,000...”, and subject to review by the Town Attorney.

DISCUSSION:

Ms. Wood asked if the budget included maintenance of the sidewalks. Ms. Russell explained that a maintenance cost was estimated at \$800 based on a prorated cost for maintenance of the New Haven sidewalks.

There was lengthy discussion regarding Article 8 related to wording the article that included a suggested draft from the 12/19/2011 Selectboard meeting that “Should the Town allow for expansion of the Town Waste Water System to serve the Town with a reserve capacity for the Town”; a review of two options as recommended by the West Charlotte Village Waste Water Committee to hear the West Charlotte Waste Water Committee report at Town Meeting, gather feedback and if the Town would approve an article or not; whether it was a decision by the Town or Selectboard to approve the use of capacity; if the article should be advisory; and if the Town opened the septic capacity then an ordinance would be needed that included rates, terms, conditions for hookup and for the Town to administer capacity use.

Mr. Mack asked how the Town would determine who could hook up to the system and who paid for it. Mr. Ladue reviewed that a three bedroom home would use 340 gpd and 900 gallons would be reserved for failed systems. There was a defined section along Ferry Road in the West Village that could use septic capacity. The cost for hookup for a failed system would be paid by the property owner with operating costs paid by all users on the system. The committee worked out a connection fee in terms of dollars per gallon. That would result in the Town getting paid back for costs already paid out, said Mr. Ladue.

Following further discussion regarding Article 8 that included language “should the Town of Charlotte allow private property owners to connect to the existing municipal waste water system for the purpose of providing waste water disposal for residential, Town and community uses in the West Charlotte Village, providing that those receiving new service will pay for construction costs and users of the system will share operational costs” or “to hear the report of the West Charlotte Waste Water Committee regarding its study to allow connection to the so-called Burns parcel system and to decide if the Town should allow private use connections”, the Selectboard concluded to leave the language of Article 8 as drafted.

Mr. Delaney called the question.

VOTE: 5 ayes; motion carried.

CERTIFICATE OF HIGHWAY MILEAGE – action under consideration: indicate no change, but request revision to the depiction of the Burns Property to account for conveyed lots

Mr. Russell reviewed that Kate Lampton pointed out that Town Way on Thompson's Point was not a public highway as shown on the State Highway Map. The matter requires further research for next year's certificate, said Mr. Russell.

MOTION by Mr. Owen, seconded by Mr. Stone, to approve a Certificate of Highway Mileage with no changes.

VOTE: 5 ayes; motion carried.

RIPPLE IN STILL WATER, LLC – APPLICATION FOR RENEWAL OF SECOND CLASS LIQUOR LICENSE – action under consideration (as Liquor Control Board): approve license

MOTION by Mr. Ladue, seconded by Mr. Owen, to adjourn as the Charlotte Selectboard and convene as the Charlotte Liquor Control Board.

VOTE: 5 ayes; motion carried.

MOTION by Mr. Ladue, seconded by Mr. Owen, to renew a Second Class Liquor License for Ripple In Still Water, LLC, as presented.

VOTE: 5 ayes; motion carried.

MOTION by Mr. Ladue, seconded by Mr. Owen, to adjourn as the Charlotte Liquor Control Board and reconvene as the Charlotte Selectboard.

VOTE: 5 ayes; motion carried.

The Selectboard members signed the liquor license document.

SELECTBOARD UPDATES

FEMA update

Roscoe Road update

Mr. Stone explained that he had contacted Mr. Doherty regarding assistance with a FEMA application. He would help but asked for the Town to send a letter that the Town would fix Roscoe Road. The Charlotte Road Commissioner would send a cost estimate for the road repairs. Mr. Stone would contact the Chittenden County Regional Planning to help write the grant.

Mr. Ladue suggested attaching an e-mail from Chris Brunell regarding the state assessment of Roscoe Road as support documentation.

Mr. Russell said he met with Marty Illick regarding the Scenic Road designation for Roscoe Road. Marty would look into the criteria that established that designation. She suggested contacting the Army Corps of Engineers, said Mr. Russell.

High Risk Roads update

Mr. Bloch reported that a pre-construction meeting was scheduled for March 15, 2012 regarding the High Risk Roads program. Improvement recommendations included signage and guard rails, said Mr. Bloch.

Selectboard Report for the Town Report

Mr. Russell asked for help in writing a Selectboard Report to be printed in the Town Report.

APPROVAL OF BILLS AND WARRANTS

The Selectboard signed bills and warrants.

ADJOURNMENT

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

VOTE: 5 ayes; motion carried.

The meeting was adjourned at 9:15 p.m.

Respectfully submitted, Kathlyn Furr, Recording Secretary