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**CHARLOTTE SELECTBOARD
MINUTES OF MEETING
TOWN HALL
MARCH 17, 2014**

APPROVED

SELECTBOARD MEMBERS: Lane Morrison, Chair; Charles Russell, Ellie Russell, Fritz Tegatz. **ABSENT:** Matthew Krasnow.

ADMINISTRATION: Dean Bloch, Town Administrator.

OTHERS: John Hammer, Charlotte News.

ITEMS TAKEN UP:

- **1:00 p.m.: Interview of applicants to the position of Administrative Assistant – Executive Session possible; discussion only**
- **5:00 p.m.: Interview of auditing firms for the FY14 municipal audit and financial statements – discussion only**
- **Designate newspaper(s) of record for the purpose of warning town meetings and public notices – action item**
- **Water treatment systems for the Town Hall and Library – action item**
- **Holmberg & Durling tax appeal – Executive Session possible; discussion only**
- **Highway Grant Applications – action item**

CALL TO ORDER

Mr. Morrison, Chair, called the meeting to order at 1:00 p.m.

1:00 p.m.: INTERVIEW OF APPLICANTS TO THE POSITION OF ADMINISTRATIVE ASSISTANT – Executive Session possible; discussion only

5:00 p.m.: INTERVIEW OF AUDITING FIRMS FOR THE FY14 MUNICIPAL AUDIT AND FINANCIAL STATEMENTS – discussion only

7:00 p.m.:

DESIGNATE NEWSPAPER(S) OF RECORD FOR THE PURPOSE OF WARNING TOWN MEETINGS AND PUBLIC NOTICES – action item

MOTION by Mr. Russell, seconded by Ms. Russell, to designate the Charlotte News as the newspaper of record to warn Annual Town Meetings and Special Town Meetings, and to designate the Charlotte News and the Charlotte Citizen as the news papers of record for warning of public notices and other legal classifieds.

VOTE: 4 ayes, 1 absent (Mr. Krasnow); motion carried.

WATER TREATMENT SYSTEMS FOR THE TOWN HALL AND LIBRARY – action item

Mr. Tegatz reviewed two bids received for water treatment systems for the Town Hall and Library. A recommendation was to accept the John Beecham designed systems on a

47 time and materials contract for an operating system that would be required to work when
48 completed. A system manual and licensing were not covered under the contract. He
49 understood that a Class III operator license required a yearly class for renewal of a
50 license, said Mr. Tegatz.

51

52 **MOTION by Mr. Russell, seconded by Ms. Russell, to approve hiring Vermont**
53 **Water, Inc. to install water treatment systems at a cost not to exceed \$17,331 to be**
54 **paid from the Improvement and Repair Reserve Fund, and to authorize Fritz**
55 **Tegatz to sign the contract on behalf of the Town of Charlotte.**

56 **VOTE: 4 ayes, 1 absent (Mr. Krasnow); motion carried.**

57

58 **MOTION by Mr. Russell, seconded by Ms. Russell, to approve hiring Ralph**
59 **Brooker to move/re-plumb/replace a hot water tank at the Town Hall at a cost not**
60 **to exceed \$1,000 with costs to be paid from the Improvement and Repair Reserve**
61 **Fund.**

62 **VOTE: 4 ayes, 1 absent (Mr. Krasnow); motion carried.**

63

64 **HOLMBERG & DURLING TAX APPEAL – Executive Session possible; discussion**
65 **only**

66 **MOTION by Mr. Russell, seconded by Ms. Russell, to enter Executive Session for**
67 **the purpose of discussing the Holmberg and Durling tax appeal where premature**
68 **knowledge might place the Town at a disadvantage, and to invite the Town**
69 **Administrator to attend.**

70 **VOTE: 4 ayes, 1 absent (Mr. Krasnow); motion carried.**

71

72 The Selectboard recessed the regular meeting and entered Executive Session at 7:05 p.m.

73

74 **MOTION by Ms. Russell, seconded by Mr. Russell, to adjourn Executive Session**
75 **and reconvene the regular meeting.**

76 **VOTE: 4 ayes, 1 absent (Mr. Krasnow); motion carried.**

77

78 Executive Session was adjourned and the regular meeting reconvened at 7:11 p.m.

79

80 Mr. Morrison stated that no action was taken.

81

82 **HIGHWAY GRANT APPLICATIONS – action item**

83 **Motion by Mr. Russell, seconded by Mr. Tegatz, to approve a request by the**
84 **Charlotte Road Commissioner to submit two highway grant applications as follows:**

85 **1. a culvert for an estimated cost of \$9,860; and**

86 **2. for paving a portion of Greenbush Road for a cost of \$154,000;**

87 **and to authorize the Charlotte Selectboard Chair to sign the necessary application**
88 **forms as the duly authorized representative of the Town of Charlotte.**

89 **DISCUSSION:**

90 **Mr. Morrison suggested that the documents should be filled out with the proper**
91 **information prior to signatures. Mr. Bloch explained that the deadline for submittal**

92 was March 21st. The grants were a re-imbusement payment, which would be
93 received by July 1st, said Mr. Bloch.

94 **VOTE: 4 ayes, 1 absent (Mr. Krasnow); motion carried.**

95

96 **PUBLIC COMMENT**

97 Mr. Hammer said that he applauded the new Selectboard for the energy and tone they
98 have set at the Selectboard meetings.

99

100 **ADJOURNMENT**

101 **MOTION by Mr. Russell, seconded by Ms. Russell, to adjourn the meeting.**

102 **VOTE: 4 ayes, 1 absent (Mr. Krasnow); motion carried.**

103

104 The meeting was adjourned at 7:16 p.m.

105

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

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