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**CHARLOTTE SELECTBOARD
MINUTES OF MEETING
TOWN HALL
MARCH 27, 2013**

APPROVED

SELECTBOARD MEMBERS: Charles Russell, Chair; John Owen, Ellie Russell, Heather Manning. Absent: Winslow Ladue.

OTHERS: Dale Knowles, Martha Edwards, Sue Smith, Jessie Bradley, Jenny Cole, Larry Hamilton, David Pill, and others.

CALL TO ORDER

Mr. Russell, Selectboard Chair, called the meeting to order at 4:00 p.m.

ADJUSTMENTS TO AGENDA

Add: Selectboard updates, and Warrants and Bills.

LANDSCAPING AT TOWN HALL - action item

Mr. Russell reported that he had discussed the Town Hall building insulation issue with Jeff McDonald, engineer. McDonald said that there was insulation under the slab and it was not an issue. The building has a wood sill plate that is a structural issue, said Mr. Russell.

Sue Smith, Jessie Bradley and Jenny Cole, Town Green Landscaping Committee members, suggested placing foam core board along the slab of the building exterior while the beds around the Town Hall were dug out 6" for the stone bed. It would be more cost effective to put in the insulation before the stone went in, said Ms. Bradley.

Mr. Pill, resident, explained that there was a thermal bridge where the wood building met the slab that allowed air to leak inside from the outside. Putting 2" of insulation and flashing on the exterior would cover the thermal bridge, said Mr. Pill.

There was discussion regarding the cost to heat the Town Hall per year and if the added flashing and insulation would reduce the \$4,677 heating bill; cost to insulate the building estimated at \$6,000; and a recommendation to air-seal the building for a lower cost. Ms. Bradley suggested adding that cost to the Town Green landscaping project.

Mr. Owen asked if the landscaping work would impinge on any of the proposed Town Hall repairs. Ms. Cole replied no.

Ms. Cole explained that the committee would contract to have the Corrections crew do the work. A volunteer Master Garden group had expressed interest in working on the project as well. A cost estimate for the project included \$3,000 for the planting plants and large trees, \$1,060 for removal of invasive plants and put in foundation drainage, and \$950 for plantings, shrubs and compost, said Ms. Cole.

47

48 Ms. Edwards, resident, asked where the funding was coming from. Was the water drains
49 a non-issue now. Wasn't there an architect's drawing, or facility plan available to review
50 showing the location of drainage pipes, asked Ms. Edwards. Mr. Russell replied no.

51

52 Ms. Cole handed out a sketch plan of the Town Green landscaping to Ms. Edwards, and
53 noted that at the project completion the committee would identify where things were for
54 future reference. There were some plans from the Town Green and library construction
55 projects, said Ms. Cole.

56

57 Mr. Pill said a question was is it 'as built'.

58

59 Mr. Russell reported that Moe Harvey talked to Jack Wallace regarding the foundation
60 drain pipes. Wallace said there were two pipes that went out to the road side ditch. Trees
61 that could survive the wet areas were needed. Plants and shrubs should be moved away
62 from the building to eliminate splash back, said Mr. Russell.

63

64 Mr. Pill asked if excavator time was included in the insulation cost of \$6,000. If there
65 was someone already on site doing other work for the landscaping project that excavator
66 could be used for the insulation installation. A more detailed cost was needed, said Mr.
67 Pill. Mr. Russell said the Town Green Committee has a quote for excavation to dig 6"
68 deep for the stone work. Ms. Bradley said she could ask Chris Fortin about the additional
69 excavation work and bring that information back to the Selectboard. Work won't start yet
70 and an extra a day of excavation could be included into the scope of work, suggested Ms.
71 Bradley.

72

73 Mr. Russell asked for clarification of an added \$950. Ms. Bradley explained that the
74 funding request was always at \$5,000. She was not saying they would need whole
75 amount, but it was prudent to budget for \$5,000. The added \$950 was for dirt, compost
76 and mulch, said Ms. Bradley.

77

78 There was further discussion regarding a funding source from either surplus funds, or
79 from the reserve Repair/Maintenance fund. Mr. Owen, Ms. Manning and Ms. Russell
80 spoke in favor of using the Reserve Repair/Maintenance fund.

81

82 Ms. Manning asked for more information regarding the drainage issue.

83

84 Ms. Edwards expressed concern that the Selectboard was rushing to vote on funding the
85 project. Could the project wait, or only do the part that affected the Town Hall building.
86 It might be cheaper to buy and do the planting in the fall, suggested Ms. Edwards. Ms.
87 Bradley explained that it was better to plant in the spring. The committee could get the
88 plants wholesale now from the supplier, said Ms. Bradley. Ms. Cole explained that even
89 if the planting was put on hold the existing shrubs and plant beds would still need to be
90 mulched, weeded anyway. There wouldn't be much savings by waiting, said Ms. Cole.

91

92 Ms. Manning asked if the project could be incorporated with the Green Up Day. Ms.
93 Smith said yes. Earth Day/Green Up day came at the end of April, said Ms. Smith.

94

95 Mr. Russell asked if the Corrections crew was capable of doing the flashing and
96 insulation work. Ms. Bradley replied no. A professional would be needed who could
97 guarantee the work, said Ms. Bradley.

98

99 **MOTION by Ms. Russell, seconded by Mr. Owen, to approve a request from the**
100 **Town Green Landscaping Committee for a not to exceed amount of \$5,000 for the**
101 **Town Green Landscaping project to come from the Repair/Maintenance fund.**
102 **VOTE: 4 ayes, 1 absent (Mr. Ladue); motion carried.**

103

104 Mr. Russell suggested that Town staff get a quote from Chris Fortin regarding additional
105 work to eliminate water from 'ponding' at the sidewalk by the library, and digging an
106 extra 2' for installation of insulation and flashing at the foundation.

107

108 Mr. Pill said he would assist as much as possible as a citizen of the Town.

109

110 **SELECTBOARD UPDATES**

111 Mr. Russell reviewed a previously approved 30 mile benefit bike ride that included a
112 right hand turn off Mt Philo Road onto Hinesburg Road at CCS. The ride sponsors were
113 concerned that participants would make a wrong turn and asked the Selectboard to
114 approve the original route if they put a police officer at the four-way intersection,
115 explained Mr. Russell.

116

117 Ms. Manning said she would abstain from re-consideration since she was not a part of the
118 original conversation.

119

120 Mr. Owen said if the route was as originally proposed then there were two left hand turns.
121 Would the ride sponsors have a police officer at the Greenbush/Ferry road intersection as
122 well, asked Mr. Owen.

123

124 Mr. Russell suggested approving the proposed original route as long as there were police
125 officers directing traffic at the Old Brick Store and the Mt Philo/Hinesburg Road
126 intersections.

127

128 **MOTION by Mr. Owen, seconded by Ms. Russell, to modify a previously approved**
129 **30 mile benefit ride for the route as originally requested and to have police officers**
130 **at the Greenbush/Ferry Road and Mt Philo/Hinesburg Road intersections.**
131 **VOTE: 3 ayes, 1 abstention (Ms. Manning), 1 absent (Mr. Ladue); motion carried.**

132

133 Mr. Owen reviewed that Ed Cafferty had submitted a written proposal to use the
134 Charlotte Constable(s) for all police work versus contracting with the Shelburne Police
135 Department. Mr. Russell, Mr. Owen, Mr. Flore and Mr. Cafferty would continue
136 discussions, said Mr. Owen.

137

138 In response to questions, Mr. Owen explained that there would be a cost to have a
139 Charlotte Public Service and more information was needed.

140

141 Ms. Russell reported that she had updated the Goals and Work Plan spreadsheet. It was
142 not in a final form yet, said Ms. Russell.

143

144 Mr. Owen reported that the Conservation Commission was discussing ways to fund
145 continued work on frog bite eradication in Converse Bay. Mr. Russell suggested
146 researching state shoreline grants.

147

148 Ms. Manning asked if anyone was following up on the Quinlin Bridge project. Mr.
149 Russell replied that he and Mr. Owen were. Mr. Owen said that the state and contractor
150 were not in agreement on how to support the bridge when it was taken off its foundation.
151 Ms. Manning said that she was concerned that the bridge closure was having an
152 economic impact on the Spear Store and residents, and asked if Mr. Owen could give a
153 monthly update. Mr. Owen replied yes.

154

155 Ms. Manning asked what the procedure was for contacting the Town Attorney. Mr.
156 Russell reviewed that requests/concerns were brought before the Selectboard, or the
157 Selectboard Chair. Ms. Manning asked at what point the Town would refer concerns to
158 the VLTC for free attorney support. Mr. Russell said that if an answer was not a legal
159 opinion then the VLTC was used, otherwise the Town Attorney was consulted.

160

161 Ms. Manning noted that she received an e-mail from Sharron Balaban to Tom Mansfield
162 regarding a dog bite incident. Was there a recording of what happened, asked Ms.
163 Manning. Mr. Russell said that Sharron and the dog catcher were a part of the
164 investigation. He had contacted the dog owner and obtained a rabies record, said Mr.
165 Russell.

166

167 **APPROVE WARRANTS TO PAY BILLS**

168 The Selectboard members signed warrants.

169

170 **ADJOURNMENT**

171 **MOTION by Ms. Manning, seconded by Mr. Owen, to adjourn the meeting.**

172 **VOTE: 4 ayes, 1 absent (Mr. Ladue); motion carried.**

173

174 The meeting was adjourned at 4:53 p.m.

175

176 Minutes respectfully submitted, Kathlyn Furr, Recording Secretary.

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