

**CHARLOTTE SELECTBOARD
MINUTES OF MEETING
TOWN HALL
MAY 11, 2015**

APPROVED

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

ADMINISTRATION: Dean Bloch, Town Administrator.

OTHERS: David Mullin, David Marshall, Jenny Cole, Marty Illick, Jim Donovan, Mary Mead, Janet Morrison, Ellie Russell, Moe Harvey, Vermont State Trooper Daley, Tom Moreau, Abby Foulk, Robert Mack, Susan Crockenberg, Charlotte News; Sheri Duff, Charlotte Citizen, and others.

ITEMS TAKEN UP:

- 7:10 PM Final Public Hearing for a Vermont Community Development Program Grant used to construct the Green Mountain Habitat for Humanity project on Albert's Way. Discussion only
- 7:25 PM Jim Donovan and Marty Illick — interview for reappointment as town representative and alternative representative, respectively to the Chittenden County Regional Planning Commission. Action under consideration: appoint for terms ending on June 30, 2017
- 7:40 PM Biannual public discussion on police services with Vermont State Police. Discussion only
- 7:55 PM Police Service contract. Discussion only
- 8:10 PM Chittenden Solid Waste District FY16 budget. Action under consideration: approve
- 8:30 PM Town Green — update plan. Discussion only
- 8:40 PM Selectboard updates. Discussion only

CALL TO ORDER

Mr. Morrison, Chair, called the meeting to order at 7:00 p.m.

ADJUSTMENTS TO AGENDA

None.

PUBLIC COMMENTS

None.

MINUTES: April 24, April 27, April 28, May 5

MOTION by Mr. Tegatz, seconded by Ms. Spear, to approve the Selectboard minutes of April 24, 2015, as written with edits:

- Page 1, line 11, Heading, Selectboard Members – add Matthew Krasnow and Jacob Spell absent; line 44 – replace “...hire a contractor” with “call Dale Knowles”.

VOTE: 3 ayes, 2 abstentions (Mr. Krasnow, Mr. Spell); motion carried.

MOTION by Mr. Krasnow, seconded by Ms. Spear, to approve the Selectboard minutes of April 27, 2015, as written with edits:

- **Globally correct the spelling of the name “Charles Pughe”;**
- **Page 9, line 403 – insert the words “and Planning Commission” between “Warden” and “where”; line 408 – add “(NOTE: Mr. Krasnow recused himself and departed Executive Session following the Charlotte Tree Warden discussion. Mr. Krasnow stated a potential conflict of interest regarding a Planning Commission discussion.)”**
- **Page 10, line 438 – end the sentence after “Planning Commission members” and delete “whose terms aren’t up yet.”**

VOTE: 4 ayes, 1 abstention (Mr. Spell); motion carried.

MOTION by Mr. Tegatz, seconded by Mr. Krasnow, to approve the Selectboard minutes of April 28, 2015, as written.

VOTE: 4 ayes, 1 abstention (Mr. Spell); motion carried.

MOTION by Mr. Tegatz, seconded by Mr. Krasnow, to approve the Selectboard minutes of May 5, 2015, as written.

VOTE: 5 ayes; motion carried.

FINAL PUBLIC HEARING FOR A VERMONT COMMUNITY DEVELOPMENT PROGRAM GRANT USED TO CONSTRUCT THE GREEN MOUNTAIN HABITAT FOR HUMANITY PROJECT ON ALBERT’S WAY. Discussion only

David Mullin, Green Mountain Habitat for Humanity (GMHFH and Vermont Community Development Program (VCDP) representative, thanked the Town for participating in the VCDP grant program, and reviewed a written report regarding the sale of all five affordable homes and the Albert’s Way program success. No further Charlotte projects were proposed, said Mr. Mullin.

Mr. Mullin handed out photographs of the five families that purchased the project’s affordable homes.

There was discussion regarding a Town grant of \$30,000 from the Charlotte Housing Trust; a \$210,000 average appraised value of the 5-star energy efficient homes, which did not include the cost of land; a \$121,000 average cost to the family with a zero percent loan; completion of the Albert’s Way project; and an on-going Edible Landscape pilot project.

In response to a question, Mr. Mullin explained that the cost of the land was divided by the five home buyers. The home owners owned the land and paid property taxes based on the house and land. The project included a common lot, and conserved land abutting the LaPlatte River, said Mr. Mullin.

JIM DONOVAN AND MARTY ILLICK — INTERVIEW FOR REAPPOINTMENT AS TOWN REPRESENTATIVE AND ALTERNATIVE REPRESENTATIVE, RESPECTIVELY TO THE CHITTENDEN COUNTY REGIONAL PLANNING COMMISSION. Action under consideration: appoint for terms ending on June 30, 2017

Jim Donovan, the Charlotte Town Chittenden County Regional Planning Commission (CCRPC) representative, and Marty Illick, the Charlotte Town Chittenden County Regional Planning Commission alternate representative, presented a report on items relevant to Charlotte as follows:

- A 2015 Shared Services Survey that included public safety, cooperative purchases, conflict resolution assistance, grant writing assistance, and sharing equipment. A report copy would be given to the Town Administrator.
- Public Safety – police services. Mr. Donovan would request information regarding possible assistance related to shared ambulance and police services, and would report back to the Town Administrator.
- Mr. Donovan would ask a CCPRP representative to present a Complete Streets program.
- Trails program assistance.
- Designated village assistance.
- Land use and transportation assistance/resources.
- A current process to update storm water regulations.

Mr. Tegatz and Mr. Spell asked to have copies of the CCPRP agendas and minutes of meetings.

There was further discussion regarding legislation for citing solar arrays (Mr. Donovan said he was discussing the solar issues with Senator Snelling and Representative Yantachka); and impacts on traffic during the up-coming VTrans Route 7 project.

MOTION by Mr. Krasnow, seconded by Ms. Spear, to reappoint Jim Donovan and Marty Illick as Charlotte's CCRPC representative and CCRPC alternate representative respectively, for terms ending on June 30, 2017.

VOTE: 5 ayes; motion carried.

BIANNUAL PUBLIC DISCUSSION ON POLICE SERVICES WITH VERMONT STATE POLICE. Discussion only

Trooper Daley, Vermont State Police, and Mr. Krasnow reviewed a current police services contract that used VSP overtime to fill Town services. The contract renewal date was July 1st.

There was lengthy discussion regarding monitored Front Porch Forum postings related to burglaries and theft by the VSP; 'calls for service' response times, which were within 3 minutes by VSP patrolling in Charlotte versus longer times by troopers during regular hours; and traffic and criminal trends in Charlotte.

Ms. Spear asked Trooper Daley to thank Trooper James Fox for stopping and introducing himself at her East Village store.

POLICE SERVICE CONTRACT. Discussion only

Moe Harvey, Community Safety Committee member, asked for a breakdown of patrol hours and expenses to date. Trooper Daley said that he would forward the information to the Selectboard.

Mr. Harvey asked if the use of flashing speed signs slowed motorists down. Trooper Daley replied yes; if there was also a cruiser presence, otherwise they were not a huge benefit. Speed bumps in a road do slow speeding cars, said Trooper Daley.

Mr. Spell asked how to identify differentials between regular duty VSP assignments already paid for through taxes, and/or cost savings, versus contracted overtime duty in Charlotte. Trooper Daley explained that troopers were assigned a large patrol area for regular duty, which made it difficult to concentrate on any particular town. As per the VSP/Charlotte contract VSP overtime was paid for by the Town, which was for dedicated Charlotte patrols. VSP radio logs documented where and when patrols were done, said Trooper Daley.

Mr. Krasnow briefly reviewed a history of contracted police services in Charlotte. The VSP was the lowest bidder for the current contract, said Mr. Krasnow.

Mr. Spell reiterated that a question was if police services were being duplicated. The metrics needed to be straightened out to see if service could be provided on a statewide state police level versus a contract, said Mr. Spell. Trooper Daley pointed out that the VSP did not have enough man-power to patrol each town individually.

Abby Foulk, Charlotte's CSWD representative, stated that vandalism was a persistent problem at the Town Beach and at the Charlotte Central School. Underage drinking was an issue during warm weather, said Ms. Foulk. Trooper Daley suggested posting any vandalism events on Front Porch Forum. The VSP monitored the on-line forum and would respond, said Trooper Daley.

Mr. Morrison suggested empowering the Town Administrator to prepare an update of the VSP/Charlotte police service contract for Selectboard review, and to secure an update regarding VSP rates. A trend line was needed, said Mr. Morrison.

The Selectboard thanked VSP Trooper Daley for his information.

CHITTENDEN SOLID WASTE DISTRICT FY16 BUDGET. Action under consideration: approve

Tom Moreau, Chittenden Solid Waste District Executive Director (CSWD), reviewed a draft CSWD FY2016 budget. Revenues were flat due to less trash and reduced prices for recyclable materials. There were one time expense items that included a search for a new Executive Director, an advertising line item of \$150,000 related to composting and

recycling, and impacts related to ACT 148 legislation. Towns have a June 6th deadline to adopt the proposed CSWD budget, said Mr. Moreau.

MOTION by Mr. Krasnow, seconded by Mr. Tegatz, to adopt the Chittenden Solid Waste District FY2016 budget as presented.

DISCUSSION:

Robert Mack, resident, spoke in support of the budget. Ms. Foulk said that she could attest to the fiscal year management and transparency of auditing done.

VOTE: 5 ayes; motion carried.

Ms. Foulk reviewed a written report regarding Green Up Day activities. The CSWD budget included funds available to each member town to use for clean-up projects. The Charlotte fund had a \$2,000 balance, with another \$1,000 available in July. It was a reimbursement process and required Selectboard approval. An old dump site located behind the Charlotte Central School (CCS) Quonset Hut was a potential project, suggested Ms. Foulk.

Following further discussion, the Selectboard asked Ms. Foulk to seek at least three bids to clean up the old dump site. Ms. Foulk said that the CCS indicated that there might be some school funds and labor for a collaborative project.

Mr. Mack asked how the site would be kept clean. How would an average resident learn about the available funds for other clean up sites, asked Mr. Mack.

Ms. Crockenberg, Charlotte News reporter, said that she would write a news article regarding the funding. Mr. Bloch suggested that people should bring potential projects to the attention of the Town for the Selectboard to prioritize.

TOWN GREEN — UPDATE PLAN. Discussion only

Mr. Bloch reviewed that all permits were in place for the Town Green improvements. Chris Mack was selected as the contractor. There were more details to be worked out and it is suggested to delay work until after the Town Party, said Mr. Bloch.

Ms. Cole, Town Green Committee member, briefly reviewed steps required to move the monument to the Town Green.

There was discussion regarding a proposal to use herbicide applications to treat compost material as fill for low spots in the Town Green; a construction time line related to growing turf; and the composition of the Green Mountain Compost material that was 50 percent soil/sand and 50 percent organic material. Ms. Foulk suggested requesting a soil expert to examine the appropriate compost material to use.

Mr. Marshall explained a system to address drainage issues from Ferry Road that included stone and curtain drains, and surface and ground water interception challenges.

Mr. Marshall asked for a Green Mountain Compost sample.

SELECTBOARD UPDATES

Mr. Bloch reported that the Holmes covered bridge had suffered damage to the cross member beams on Tuesday. A police report was filed and the Town insurer would be contacted. A cost estimate was needed, said Mr. Bloch. Mr. Tegatz said that the cost could run \$2,000 or more and the road may need to be closed for a few days. The braces for the roof were damaged and it was not an emergency issue, said Mr. Tegatz.

Mr. Bloch reported on water drainage issues at the Co-housing Trail. The contractor had installed two culverts as previously discussed. The culverts were inadequate to handle water coming off a field to the south. Civil Engineering Inc. would be contacted to evaluate the flooding as a separate project, said Mr. Bloch.

Mr. Bloch reported that non-elected Town employees were due for job evaluations/reviews. There was a process in place. A small committee composed of 1-2 Selectboard members and a member from the Town Planning/Zoning office was needed, said Mr. Bloch. Mr. Morrison suggested reviewing the Town policy and alternate processes as a future Selectboard agenda item.

Mr. Bloch reported that Dale Knowles was having trouble mowing the shoulders of the gravel trails due to inadequate grading of the shoulders. He would ask the contractor to work on the shoulders, said Mr. Bloch. Mr. Krasnow suggested contacting Margaret Russell, Trails Committee member, to seek volunteers to smooth out the shoulders.

Mr. Bloch reported that Kristin Hartley, Recreation Director, was resigning the position by the end of the month. Staff was collaborating with the Recreation Commission to re-draft a job description prior to advertising the position, said Mr. Bloch. Mr. Krasnow suggested scheduling an exit interview with Ms. Hartley in an Executive Session.

Mr. Krasnow asked for an update regarding the Town Attorney's comments related to agricultural lease language in the Charlotte Park and Wildlife Refuge contract. Mr. Bloch reported that a review by the Town Attorney was received. Mr. Hinsdale would be out of town May 18th. A discussion could be scheduled for the June 8th Selectboard agenda, suggested Mr. Bloch.

Mr. Tegatz asked the Park Oversight Committee to create an outline of expectations regarding Park field uses. The Park Oversight Committee and the Selectboard were responsible for how the fields were used, pointed out Mr. Tegatz. Mr. Bloch said that any discussion should take place in public at the June 8th Selectboard meeting. The Park Oversight Committee had discussed delaying mowing of the 'Bobolink' field with the current lessee. A site visit should be done. Staff would e-mail copies of the Town Attorney comments to Selectboard members, said Mr. Bloch.

Ms. Cole spoke in support of a site visit and a summary related to field uses. There was a management plan in place. The Overlook land was purchased separately from the Park land and had specific language regarding agricultural uses, stated Ms. Cole.

Mr. Tegatz reported that funding for the construction phase of the Carpenter Road Bridge has become available. The bid process would move forward, said Mr. Tegatz.

Mr. Tegatz reported that the CVFRS Fire and Rescue departments had scheduled a joint training session for Tuesday, May 12, 2015. The CVFRS Board would meet with the Selectboard on Monday, May 18, 2015 at the Town Hall, said Mr. Tegatz.

Ms. Spear asked why the Selectboard members were not notified of a recent court appearance by the Town Administrator. Mr. Bloch explained that the previous Selectboard was notified in February, 2015, regarding an appeal of a Planning Commission denial for a boundary adjustment application by Clark Hinsdale III. The court heard the appeal and would issue a decision sometime in the future, said Mr. Bloch.

APPROVE WARRANTS TO PAY BILLS

The Selectboard signed warrants to pay bills.

ADJOURNMENT

MOTION by Mr. Krasnow, seconded by Mr. Spell, to adjourn the meeting.

VOTE: 5 ayes; motion carried.

The meeting was adjourned at 9:40 p.m.

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