

**CHARLOTTE SELECTBOARD
MINUTES OF MEETING
TOWN HALL
MAY 13, 2013**

APPROVED

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

OTHERS: Peter Jacobsen, Ed Sulva Mary Mead, Moe Harvey, David McNally, Meg Modley, David Stewart, Peter Trono, Robert Mack, Steve Denton, Pat O'Brien, Tim Bessett, Kate Lampton, Ed Cafferty, Marion Paris, Carrie Spear, Bonnie Christie, Carol Casey, Charlotte Citizen; and others.

SITE VISIT: Gregg and Elizabeth Beldock's application for a Highway Access Permit for a shared driveway on the east side of Spear Street, across from Albert's Way.

CALL TO ORDER

Mr. Russell, Selectboard Chair, called the meeting to order at 6:00 p.m.

ADJUSTMENTS TO AGENDA

Add:

- Lister's request for a two day extension to file an abstract of the Charlotte Grand List to the State of Vermont.
- Animal Control Officer Workshop – discussion.

CVFRS

Progress on CVFRS organizational structure – discussion only

Mr. McNally reported that the proposed list of Advisory Board members were voted on and approved. An Advisory Board meeting would be held this month.

Mr. McNally submitted copies of the CVFRS Bylaws to the Selectboard, and said that the Corporate Board voted to execute the bylaws as written.

In response to Selectboard questions, Mr. McNally said that there was a full Corporate Board in place. The draft MOA has been circulated to the Board. It was anticipated that the Board would have a response to the MOA draft by the end of the month with late August as a realistic time table to reach a workable agreement. The three-member subcommittee would meet with Ms. Russell on May 28th, said Mr. McNally.

Ms. Paris asked for a list of Advisory and Corporate Board members and their roles. The CVFRS should write a news article regarding the boards and bylaws for public information, suggested Ms. Paris.

Mr. Russell asked staff to add a discussion regarding the Advisory and Corporate Board members, the member's role and a review of the approved bylaws for the next Selectboard meeting.

Purchase of ambulance – action item

Ms. Modley reviewed a proposal to sell the 1998 International back up ambulance and purchase a new four-wheel drive primary ambulance for an amount up to \$185,000. The current 2006 Ford A-1 ambulance would be used as a back up vehicle. The CVFRS was asking the Selectboard to set a Special Town Meeting for a vote on the purchase, explained Ms. Modley.

There was discussion regarding the CVFRS Capital Budget Reserve fund, an ambulance replacement schedule of 8 years, a proposal to strip out the existing radios and equipment from the current back up ambulance to outfit the new ambulance, and National Fire Protection Association safety rules to prevent injuries to crews working in the back of the ambulances.

Mr. Stewart said that it was hoped to sell the current back up ambulance for \$6,500.

Ms. Mead asked if the sale of the old vehicle for \$20,000 happened as per the Capital fund 2013-2014 projection. Mr. Sulva replied that the vehicle was the old heavy rescue truck. The sale was not related to an ambulance purchase and the funds couldn't be used for that purpose, said Mr. Sulva. Ms. Modley said the sale money would be used toward a new heavy rescue truck purchase.

Mr. Harvey asked for clarification of the reserve fund projections, which showed a balance of \$10,088. Mr. Russell explained it was the balance at the end of year after the purchase.

Ms. Mead asked for clarification of an expense item for \$29,000. Mr. Stewart explained that the old defibrillators were traded in for newer ones.

There was further discussion regarding the purchase of a new ambulance, the bid process with an updated quote from the Albany, NY vendor for \$173,200 with rebates, and a build time of 4-5 months.

Mr. Ladue suggested that a new ambulance shouldn't have any out of service down times, and questioned the need for a back up unit. If a back up was needed what would it cost to rent an ambulance, asked Mr. Ladue. Ms. Modley reviewed the cost of \$2,000 per month to rent what she dubbed the "van-ulance", which was not worth the time and trouble. The Capital budget fund allowed for a primary ambulance replacement for every 5-7 years, said Ms. Modley. Mr. McNally said that if the new ambulance ran without issues, then it may be negotiable to move the replacement schedule out. A concern was that the State of Vermont would remove their license if Charlotte did not have a back up vehicle ready to use as necessary, said Mr. McNally.

Mr. Russell asked staff to check the availability of the Charlotte Central School for a Special Town Meeting date, and to draft language for an article for a warning to sell the 1998 International ambulance and to use the money toward the purchase of a new ambulance for an amount not to exceed \$185,000 for Selectboard consideration at the next Selectboard meeting.

MOTION by Ms. Russell, seconded by Mr. Owen, to schedule a Special Town Meeting for the purpose of voting on a new ambulance purchase to be warned as required.

VOTE: 5 ayes; motion carried.

PUBLIC COMMENT

Mr. Harvey asked the Selectboard to add the town parcel located northwest of the Quinlan Covered Bridge and the south side of Spear Street to the brush hogging contract. Wild parsnip growing there needed to be mowed, said Mr. Harvey.

MINUTES

MOTION by Mr. Ladue, seconded by Ms. Manning, to approve the Selectboard minutes of 04/22/2013 as written, with corrections/additions.

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

MOTION by Ms. Manning, seconded by Mr. Ladue, to approve the Selectboard minutes of 04/29/2013 as written, with corrections/additions.

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

GREGG AND ELIZABTH BELDOCK – REQUEST FOR A HIGHWAY ACCESS PERMIT FOR A SHARED DRIVEWAY ON THE EAST SIDE OF SPEAR STREET, ACROSS FROM ALBERT’S WAY – action item

MOTION by Mr. Ladue, seconded by Mr. Owen, to approve a request by Gregg and Elizabeth Beldock for a Highway Access Permit, HAP-04-13 for a shared driveway on the east side of Spear Street, across from Albert’s Way.

DISCUSSION:

Mr. O’Brien, representative for Gregg and Elizabeth Beldock, briefly explained that the access was a pre-existing agricultural cut. The Charlotte Road Commissioner has visited the site and approved sight distances. No culvert was needed, said Mr. O’Brien.

Ms. Manning asked if the existing farm road was a right-of-way. Mr. O’Brien replied no.

VOTE: 5 ayes; motion carried.

VT CARES’ CHAMP RIDE ON STARUDAY JUNE 8TH – action item

MOTION by Ms. Manning, seconded by Mr. Ladue, to approve a VT Cares’ Champ Ride route and organizational plan for Saturday, June 8, 2013.

DISCUSSION:

Ms. Manning asked to hear input from the Recreation Committee. Mr. Fraser-Harris said that the ride would have 25 +/- riders between 12:00 p.m. and 2:00 p.m. going south on Spear Street and north on Greenbush Road.

VOTE: 5 ayes; motion carried.

GREEN MOUNTAIN BICYCLE CLUB – TIME TRIALS ON 7/18 & 8/22 – action item

MOTION by Ms. Manning, seconded by Mr. Ladue, to approve a Green Mountain Bicycle Club route and organizational plan for time trials on July 18 and August 22, 2013.

DISCUSSION:

Mr. Bessett, Green Mountain Bicycle Club representative, said that the new route, start point, and parking on Robert Mack's land by the railroad tracks worked out well. Starting 100 yard further south gave more room and impact to traffic was less. Riders were told there would be no warming up on Greenbush Road. There were no complaints received from Mr. LeBerge. Mr. Mack was thanked for offering the parking area, which the event would continue to use. If it rained then a parking alternative could be on East Thompson's Road, said Mr. Bessett.

VOTE: 5 ayes; motion carried.

BRUSH-HOGGING TOWN PARCELS – action item.

Mr. Russell briefly reviewed additions to the brush-hogging contract to include the parcel at the Quinlan Covered Bridge of 3 +/- acres and to change the date to the first or second week of July.

MOTION by Ms. Russell, seconded by Mr. Owen, to approve a request for bids for the brush-hogging of the Town parcels as amended to include the 3 +/- acre parcel at the Quinlan Covered Bridge and the date changed to the first or second week of July.

VOTE: 5 ayes; motion carried.

MOTION by Ms. Manning, seconded by Ms. Russell, that the Brush-hogging of Town parcels was a one time payment upon completion of the brush-hogging and that the job and invoice would be verified by a designated Selectboard member.

VOTE: 5 ayes; motion carried.

BURNS PROPERTY – UPDATE TO THE MEMORANDUM OF AGREEMENT – discussion only.

Ms. Lampton, facilitator, briefly reviewed a Gil Livingston draft MOA of the Burns property and a site map created using field delineated survey information. Following input received from the Charlotte Conservation Committee, the Planning Commission and the Trails Committee, the consensus was to move away from a developable land percentage to a map delineation of developable land. The Planning Commission expressed interest in continuation of a village development pattern along Greenbush Road and the northerly portion, and the Trails Committee suggested a connection of trails, explained Ms. Lampton.

Following a discussion regarding identified small one-half acres to 3 acre areas within existing wetlands, and proposed exceptions for affordable housing and agricultural uses, the Selectboard suggested the following:

- using a site map delineation versus a percentage for identifying developable land,
- identifying a conservation easement for undevelopable land,
- Ms. Lampton would check on farm use in the meadow,
- to include language for trail easement(s) in a conservation easement,
- allow development on a 2.1 acre area since it was dry and had a road through it,
- provide for provisions for future loop road(s) to Ferry Road,
- add flexibility to a conservation easement to cover eventual future changes; for example, the Clayplain forest on the Burns property could be developed in exchange for a conserving a Clayplain forest elsewhere if the Burns property dried out in the future, and
- a suggestion to conserve the middle ‘pink’ area as shown on the site map and leave all else open.

Ms. Lampton would return on May 28th to continue the discussion.

Ms. Lampton would e-mail a copy of the MOA points to Ms. Manning and Ms. Russell. Staff would e-mail a copy of the MOA to Ms. Christie.

For the next Selectboard meeting;

- Narrow down the view of the Selectboard.
- Look at information and identify what could be accomplished with the MOA and property.

POLICE SERVICES CONTRACT – discussion only.

Mr. Owen briefly reviewed a contract with Shelburne Police Department from last year and noted that the officers have done more than just traffic enforcement. He would update the contract following a discussion with Shelburne Police Chief Jim Warden.

Ms. Christie stated that Charlotte had a serious speeding problem all over town. A larger goal should be to look at the overall safety in town, suggested Ms. Christie.

Mr. Owen said there has been a lot of discussion of having our own police service. The Town was paying \$25,000 for 10 hours per week average to the Shelburne Police Department, and collected \$8-10,000 in fines, explained Mr. Owen.

Mr. Russell said that the Town hasn't had as much control over when or where the Shelburne Police patrol. There has been discussion on what people want, forming a community committee to explore community enforcement service, said Mr. Russell.

Mr. Cafferty said that he has submitted a proposal for a community police service to the Selectboard that looked at costs. He agreed that a committee was needed to explore options, and to develop a survey to ask the Town what they want regarding service, said

Mr. Cafferty. Mr. Ladue suggested that an educational component should be included in a survey.

Ms. Christie noted that the Orton Foundation funded Heart and Soul projects, which should be researched.

Mr. Russell suggested advertising for a Community Committee, and to have a table at the Town Party. Mr. Owen and Ms. Manning volunteered to work on an advertisement.

REAPPOINTMENT OF JOSH FLORE AS FIRST CONSTABLE – action item.
MOTION by Mr. Ladue, seconded by Mr. Owen, to approve reappointment of Josh Flore as First Constable for a two-year term effective May 15, 2013.

DISCUSSION:

Ms. Russell said that Mr. Flore has not been submitting a time sheet with his invoice as required.

Mr. Owen suggested that Mr. Flore, as constable, could drive around town as a presence to discourage speeding. Mr. Cafferty said that Mr. Flore drove an unmarked vehicle and that could open the Town to all sorts of risks.

Mr. Russell asked staff to discuss the time sheet requirement with the Town Treasurer, who has to sign off on the invoice.

VOTE: 5 ayes; motion carried.

The Selectboard members were in favor of having Mr. Flore report quarterly to the Selectboard.

STEVE DENTON – REQUEST TO TILE A PORTION OF “FIELD E” UNDER THOMPSON’S POINT AGRICULTURAL LEASE AGREEMENT – action item.

Mr. Denton reviewed difficulties of harrowing near the Thompson’s Point mound system where it stays wet 150’ from the toe of the mound. The lease of the field was \$500. He proposed to install a 4” perforated pipe with stone for an “in kind” exchange of the lease payment, said Mr. Denton.

MOTION by Mr. Ladue, seconded by Mr. Owen, to authorize tiling of a portion of “Field E” on Thompson’s Point for \$2,100.

DISCUSSION:

Mr. Russell said that the current lease was to keep the field in grass land. Mr. Denton said that the tile would be a minimum of 3’ under the soil surface so the property would be tillable. There would be stone around the pipe and fabric on top of the stone to keep silt and material from plugging the pipe, said Mr. Denton.

VOTE: 5 ayes; motion carried.

REPLACEMENT OF 16 WINDOWS AT TOWN HALL AND TRIM & SIDING REPAIRS – action item.

Mr. Russell reviewed three bids, and e-mailed comments received from Mr. Ladue and Jennifer Chiodo.

Mr. Ladue spoke in support of triple-glazed single hung windows for \$1,200 each.

MOTION by Mr. Ladue, seconded by Mr. Owen, to approve paying \$8,485.60 for 16 replacement windows from the Repairs and Improvement Fund.

VOTE: 5 ayes; motion carried.

Following discussion, Mr. Ladue suggested contacting the low bidder to renegotiate a portion of the bid related to "...20 percent added to all job related expenses for extras...", and to request start and completion dates.

Mr. Trono suggested adding a penalty clause to ensure getting the job done on time.

No action was taken to select a contractor and bid proposal, or to approve paying for the selected bid from the Repairs and Improvement Fund.

(NOTE: discussion regarding the window bids was continued later in the meeting following Selectboard Updates. That continued discussion appears here for continuity.)

Mr. Russell suggested requesting more information from the contractors and to continue discussion at the next meeting.

Mr. Ladue and Ms. Russell spoke in favor of voting based on price. Ms. Manning stated she was not ready to vote without more information.

The discussion would continue at a Selectboard meeting scheduled for Thursday, May 16, at 5:00 p.m.

AMEND CONTRACT FOR SERVICES, SYSTEM OPERATOR, THOMPSON'S POINT WASTEWATER SYSTEM TO ADD THE COST OF WORKERS COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE – action item
MOTION by Mr. Ladue, seconded by Mr. Owen, to approve an amended contract for services, system operator, Thompson's Point Wastewater System to add the cost of workers compensation and employer's liability insurance.
VOTE: 4 ayes, 1 abstention (Ms. Manning); motion carried.

THOMPSON'S POINT WASTEWATER SYSTEM BUDGET FOR THE 2013 SEASON – action item
MOTION by Mr. Owen, seconded by Ms. Russell, to approve the Thompson's Point Wastewater System Budget for the 2013 season for \$115,469.00.
VOTE: 4 ayes, 1 abstention (Ms. Manning); motion carried.

DEER POINT BOAT ACCESS – action item.

MOTION by Mr. Owen, seconded by Mr. Ladue, to approve a Deer Point Board Access lease addendum for Lots 138 and 139, and to authorize the Charlotte Selectboard Chair to sign the lease documents on behalf of the Town of Charlotte. VOTE: 5 ayes; motion carried.

THOMPSON'S POINT LOT 109 AT 668 FLAT ROCK ROAD – action item. MOTION by Mr. Ladue, seconded by Ms. Russell, to terminate the Thompson's Point Lot 109 lease, 668 Flat Rock Road, to Susan Charbonneau, Paul G. Kennedy, Nancy K. Blaisdell and Karen K. Bushey, Trustee of the Bushey Living Trust, and approve a new 20 year lease to Michael D. Teaster and Shelby J. Teaster; and to authorize the Charlotte Selectboard Chair to sign the lease documents on behalf of the Town of Charlotte. VOTE: 5 ayes; motion carried.

LISTERS' REQUEST

Mr. Bloch reviewed a request from the Lister's for a two day extension to file the abstract of the Charlotte Grand List with the state. Ms. Manning suggested that the time period should be for two weeks versus two days.

MOTION by Ms. Manning, seconded by Ms. Russell, to approve a request by the Lister's for a two week extension to file an abstract of the Charlotte Grand List to the State of Vermont.

VOTE: 5 ayes; motion carried.

COMMITTEE UPDATES

Ms. Russell reported on an update of the Library leadership that included a request for a July pre-budget meeting and to explore a change of the cleaning firm, such as using one firm for all Town departments to include the Senior Center, Town Hall and Library, and tracking volunteer hours. The Library would invite the Selectboard for a site visit to the Library, said Ms. Russell.

Mr. Bloch reviewed a workshop for the Animal Control Officer and paying for the registration fee, expenses and \$15.00 per hour. To be approved at the next Selectboard meeting.

Mr. Ladue reported that he would send a copy of a Capital budget format to staff.

Mr. Ladue reported that he met with state engineers regarding well pump permits. The Vermont Well and Pump Company should come and look at the actual site. A question was should the Town spend \$17,000 for a water treatment system and continue to purchase drinking water, said Mr. Ladue.

Mr. Ladue said he would review GIS layers for the Burns property map.

SELECTBOARD UPDATES

Mr. Owen reported that the Senior Center representatives would come before the Selectboard to discuss hiring a half-time volunteer coordinator for the next years' budget. Mr. Ladue said that the Library and the Senior Center both had "Friends of..." committees and those funds were not included in their budgets. A question was should they be included, asked Mr. Ladue.

Mr. Owen said that there were nine town signs ready to install. Mr. Russell had said he would try to dig holes for the signs, reported Mr. Owen.

APPROVE WARRANTS TO PAY BILLS

The Selectboard members signed warrants.

ADJOURNMENT

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

VOTE: 5 ayes; motion carried.

The meeting was adjourned at 10:15 p.m.

Minutes respectfully submitted, Kathlyn Furr, Recording Secretary.