

**CHARLOTTE SELECTBOARD
MINUTES OF MEETING
TOWN HALL
SEPTEMBER 15, 2014**

APPROVED

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

ADMINISTRATION: Dean Bloch, Town Administrator.

OTHERS: Peter Trono, Bill Fraser-Harris, Richard Steele, Joanna Cummings, Jenny Cole, Wally Gates, Carl Hertzog, Jeff McDonald, Peter Joslin, David Pill, Jennifer Chiodo, Betsi Oliver, Tom Oliver, Margaret Woodruff, Bonnie Christie, Carrie Spear, , Robert Mack, John Hammer, Charlotte News; Robin Reid, Charlotte Citizen; and others.

ITEMS TAKEN UP:

6:00 PM Site visit—Town Beach, to review proposed clean-up of adjacent woods and installation of a disc golf course

7:15PM Tractor Parade. Action under consideration: approve committee, road closures, and traffic control plan

7:30PM Preliminary budget discussion: Senior Center. Discussion only

7:45PM Town Beach—proposed clean-up of adjacent woods and installation of a disc golf course. Action under consideration: approve

8:00 PM Appeal by Clark Hinsdale, III, Trustee of the Clark Hinsdale Jr. Testamentary Trust. Discussion only. Executive Session is possible

8:30 PM Library roof. Action under consideration: approve proposal from Building Energy or Ellis Inc. for replacing insulation and re-roofing, as bid

8:40 PMVLCT Annual Meeting. Action under consideration: elect town representative who is authorized to vote on VLCT policy positions

8:45 PM VLCT Municipal Budget Workshop. Action under consideration: approve registration

6:00 PM Site visit—Town Beach, to review proposed clean-up of adjacent woods and installation of a disc golf course

CALL TO ORDER

Mr. Morrison, Chair, called the meeting to order at 7:02 p.m.

ADJUSTMENTS TO AGENDA

None.

PUBLIC COMMENT

Mr. Mack asked if the Rescue licensing issue was cleared up, or was the department still operating under a conditional license. Was the service fully staffed and would the Town be reimbursed for any services not provided by the Rescue Service, asked Mr. Mack. Ms. Russell briefly reviewed that the Rescue department was operating under a three month conditional license and then would under go a review. Regarding reimbursement, patients were billed for services, said Ms. Russell.

Mr. Morrison said that the paramedics were paid employees. There would be no reimbursement since calls would go to other network paramedic services as needed. There was one paramedic call per month in Charlotte, clarified Mr. Morrison.

In response to further questions by Mr. Mack, Mr. Russell explained that there were a total of 24 calls last year. District 3 sets a service charge of \$125 per call. The MOA didn't specify what level of services was to be provided by paramedics, said Mr. Russell.

Mr. Mack asked if Rescue employees would be paid on a sliding scale when no service was provided. Mr. Morrison said that he would be discussing several topics with John Snow tomorrow.

Mr. Mack asked if David Stewart was still employed by Rescue. Mr. Morrison replied yes. The Rescue Chief has retained him in a different position.

Mr. Trono asked if the Selectboard would follow Dr. Uphold's recommendations. Would the Selectboard take it to the next step of holding 'a stick' by controlling Rescue's finances, asked Mr. Trono.

Ms. Cummings stated that these questions should go to the Fire and Rescue Board.

MINUTES: August 14, August 18, August 19, August 21, August 28, September 4, September 11, September 12

MOTION by Ms. Russell, seconded by Mr. Tegatz, to approve the Charlotte Selectboard minutes of August 14, 2014, as written, with edits:

Page 1, delete the duplicated words "...with consideration of recent..."

VOTE: 5 ayes; motion carried.

MOTION by Mr. Krasnow, seconded by Mr. Russell, to approve the Charlotte Selectboard minutes of August 18, 2014, as written, with edits:

- **Page 2, line 80, change the "5" to read "4";**
- **Page 5, line 215, replace "Gallagher and Flynn" with "Sullivan and Powers";**
- **Page 7, line 276, change to read "...hold at least one..." and line 277, change to read "...followed by at least two."**

VOTE: 5 ayes; motion carried.

MOTION by Ms. Russell, seconded by Mr. Krasnow, to approve the Charlotte Selectboard minutes of August 19, 2014, as written, with a global correction to the name "Krasnow:

VOTE: 5 ayes; motion carried.

MOTION by Mr. Russell, seconded by Mr. Krasnow, to approve the Charlotte Selectboard minutes of August 21 and 22, 2014, as written, with a global correction to the name "Krasnow:

VOTE: 5 ayes; motion carried.

MOTION by Mr. Krasnow, seconded by Mr. Russell, to approve the Charlotte Selectboard minutes of August 28, 2014, as written, with a global correction to the name "Krasnow" and add that Mr. Morrison was absent.

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

MOTION by Mr. Russell, seconded by Ms. Russell, to approve the Charlotte Selectboard minutes of September 4, 2014, as written, with an addition that Mr. Morrison and Mr. Krasnow were absent.

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

MOTION by Ms. Russell, seconded by Mr. Tegatz, to approve the Charlotte Selectboard minutes of September 11, 2014, as written, with an addition that Mr. Krasnow was absent.

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

MOTION by Mr. Russell, seconded by Ms. Russell, to approve the Charlotte Selectboard minutes of September 12, 2014, as written, with an addition that Mr. Krasnow was absent, and add "...the next Selectboard meeting was scheduled for Monday, September 15, 2014 and..."

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

TRACTOR PARADE – action item

Ms. Spear reviewed a proposal to close roads for the 14th Annual Tractor Parade in the East Charlotte Village as outlined in a handout, dated 09/15/2014. Constable Flores would direct traffic at the four corners intersection and a second person would assist motorists at the other intersection, said Ms. Spear.

Mr. Russell noted that the tractor parade was a municipally supported event and the Town insurance would provide coverage.

MOTION by Mr. Russell, seconded by Mr. Krasnow, to approve the proposed 14th Annual Tractor Parade as follows:

- **Committee members: Carrie Spear, Deb Christie, June Bean, Margaret Roddy, Cindy Bradley and Dave Denton;**
- **Road closures: between the hours of 1:30 p.m. to 2:20 p.m. at Spear Street between Prindle Road and Carpenter Road, and Hinesburg Road between Guinea Road and Dorset Street;**
- **and a traffic control plan;**

conditioned upon a traffic control plan reviewed and approved by the Charlotte Constable.

DISCUSSION:

Ms. Spear explained that detour signs would be posted where roads were closed and people would be assigned to direct traffic.

VOTE: 5 ayes; motion carried.

PRELIMINARY BUDGET DISCUSSION: SENIOR CENTER – discussion only

Mr. Gates and Mr. Hertzog reviewed the current Senior Center FY2013/2014 budget and a preliminary FY2014/2015 budget. The current budget would be overspent by 2 percent and the FY2014/2015 budget would increase by 3 percent due to increased hours for the Director, said Mr. Gates.

There was discussion regarding budgeting for holiday and vacation pay; future capital expenditures that included repairs to the building roof, rotting window trim and delaminating trim boards, and resolving issues with the grease trap; replacements for carpets and appliances; exterior painting needed; and funding sources through the Repair and Improvement reserve fund. Ms. Russell explained that any expenditure over \$5,000 should be considered a capital expenditure.

The Selectboard thanked Mr. Gates and Mr. Hertzog for their presentation.

TOWN BEACH—PROPOSED CLEAN-UP OF ADJACENT WOODS AND INSTALLATION OF A DISC GOLF COURSE – action item

Mr. Fraser-Harris briefly reviewed a proposed disc golf course to be located on Town land at the beach.

Mr. Steele explained that he, Mr. Fraser-Harris and the president of the Green Mountain Disc Golf Association had walked the Town beach property and mapped out a disc golf course. The Selectboard conducted a site visit prior to this meeting, said Mr. Steele.

Ms. Cummings, Conservation Commission representative, expressed concern regarding linkage habitat and any tree cutting. A Land Use Plan with recommendations for clearing in the forested areas, use and maintenance was needed, said Ms. Cummings. Mr. Steele explained that the undergrowth of invasive species and brush would be cleared out from under trees. He was not proposing to cut trees, which disc golfers liked on the courses, said Mr. Steele.

Mr. Bloch suggested that Mr. Steele consult with the Charlotte Tree Warden.

MOTION by Mr. Russell, seconded by Mr. Krasnow, to approve a proposed clean-up of the adjacent woods and installation of a disc golf course at the Town Beach as described in a two-page site plan provided in the Selectboard packet, contingent upon approval by the Charlotte Tree Warden.

DISCUSSION:

Ms. Russell noted that according to the site plan photographs one of the ‘fairways’ appeared to be within 20’ from an existing creek. The water setback should be looked at, said Ms. Russell.

Ms. Cummings pointed out that a land use plan would make sure the course was not in an area of sensitive habitat. The Conservation Commission could advise the

course developers regarding impacts on cutting down trees with input from the Charlotte Tree Warden. The Zoning Administrator should be consulted as well, said Ms. Cummings.

Ms. Reid asked if the disc golf course would be permanent, or could the 'holes' be moved. Would the course be open to all, and how would it be managed, asked Ms. Reid. Mr. Steele replied that the course would become a part of the Recreation infrastructure. There would be no extra charge to use the course. Other towns with disc golf courses included Waterbury, Barre, Pittsford, Randolph, and Hartland, said Mr. Steele.

Mr. Trono asked if hole #2 would meet the state Shoreland Water setbacks, or was it too close to the lake shore line.

There was discussion regarding hole #6, which had a long distance 'fairway' and ran parallel to the roadway (Mr. Steele said a remedy would be to make it into two holes for a shorter line); holes #6 and 7 near the ball field (Mr. Steele said that golfers could skip those two holes if the ball field was in use); and how the 'baskets' were anchored to the ground (Mr. Steele said that the pole was held by a small amount of concrete, which could be dug up and moved); the number of golfers to expect (Mr. Steele said that the Waterbury course usually had 10 golfers during the weekdays and more on weekends); and parking issues, if any at the Town Beach.

Mr. Fraser-Harris explained that there were two parking areas for adequate space. There was potential to charge an outside the Town parking fee for increased revenue. No Town money would be used to construct the course, which would be built by volunteers from the Green Mountain Disc Golf Association. The area currently was overgrown and under utilized. With clearing the area would become an asset to the community, said Mr. Fraser-Harris.

AMENDMENT by Mr. Russell, seconded by Mr. Krasnow, to have the Charlotte Zoning Administrator, the Recreation Commission and the Conservation Commission issue advisory opinions regarding compliance to lake shore setbacks.

There was further discussion regarding location options that included Plouffe Lane and the Burns property.

VOTE: 5 ayes; motion carried.

APPEAL BY CLARK HINSDALE, III, TRUSTEE OF THE CLARK HINSDALE JR. TESTAMENTARY TRUST. DISCUSSION ONLY. EXECUTIVE SESSION IS POSSIBLE

Mr. Bloch briefly reviewed an appeal by Clark Hinsdale III of a Planning Commission denial for a boundary adjustment. A mediation session was scheduled for 09/23/2014, said Mr. Bloch.

MOTION by Mr. Russell, seconded by Mr. Krasnow, to enter Executive Session for the purpose of discussing Litigation Matters related to the appeal by Clark Hinsdale III, Trustee of the Clark Hinsdale Jr. Testamentary Trust where premature knowledge might place the Town at a disadvantage, and to invite Planning Commission members Jeff McDonald and Peter Joslin and the Town Administrator to attend.

VOTE: 5 ayes; motion carried.

The Selectboard recessed the regular meeting and entered Executive Session at 8:06 p.m.

MOTION by Mr. Russell, seconded by Mr. Krasnow, to adjourn Executive Session and reconvene the regular meeting.

VOTE: 5 ayes; motion carried.

Mr. Morrison stated that no action was taken

The Selectboard asked staff to schedule a meeting between two Selectboard members and Mr. Hinsdale.

LIBRARY ROOF – action item

Mr. Tegatz reviewed bids and pricing for replacing insulation and roofing of the Library building.

There was discussion of the bids and if \$2,000 should be added to the Ellis bid; what time period the bid quotes were good for, or would the project need to be re-bid in the spring; the Ellis bid of \$89,000 for a full metal roof; the merits of a metal roof versus shingle roof; and if the bidders were Building Performance Certified (BPC). Mr. Tegatz reported that Ellis had their own metal shop for fabricating roofing pieces. Building Energy was BPC, and had done work on the building previously.

Mr. Russell noted that the Energy Committee had concerns regarding poly-ethanol foam insulation related to environmental impacts. Mr. Pill explained the differences of HCFC blowing agents.

Ms. Woodruff reported that an Efficiency Vermont representative said that a contractor on their list would be required in order to apply for a \$5,000 grant.

MOTION by Mr. Russell, seconded by Mr. Krasnow, to appoint Fritz Tegatz to contact and discuss further details for an all metal standing seam roof with Ellis Inc., and to report back to the Selectboard.

DISCUSSION:

Mr. Morrison asked if a metal roof would fit in with the esthetics in the West Village. Ms. Christie replied that there were more metal roofs than shingle roofs in the West Village now.

Ms. Russell asked if a metal roof would be noisy during rainstorms. Mr. Morrison said that had been previously discussed and was not true.

There was brief discussion regarding funding sources to pay for the repairs at the Library and Senior Center, temperature ranges necessary in order to spray foam insulation (Mr. Pill said that temperatures would need to be above freezing for spray foam insulation); and timing the roof repair, which may be up to the selected contractor.

VOTE: 5 ayes; motion carried.

VLCT ANNUAL MEETING – action item

MOTION by Mr. Tegatz, seconded by Mr. Krasnow, to appoint Lane Morrison to represent the Town of Charlotte at the VLCT Annual Meeting and authorize Mr. Morrison to vote on VLCT policy positions on behalf of the Town of Charlotte.

VOTE: 5 ayes; motion carried.

Ms. Cole asked if volunteer Town committee members were held to the new Open Meeting laws regarding posting minutes of meetings within 5 calendar days. As a volunteer with other commitments it was difficult to have minutes done and posted in that time period, said Ms. Cole.

Mr. Russell read from the VLCT 2015 Priorities booklet, line 46, that VLCT was proposing seek a change in the new law to delay posting of draft minutes from 5 days to 10 days. The Selectboard should push for 10 days, said Mr. Russell.

Mr. Hammer suggested identifying two tiers for posting minutes: one tier for the Selectboard, Planning Commission and Zoning Board of 5 days, and a second tier for other committees/boards for a longer time deadline.

Ms. Oliver, Lister, asked if minutes of grievances needed to be posted. Those minutes held sensitive material, said Ms. Oliver. Mr. Morrison said he would ask other towns attending the VLCT Annual Meeting how they handled posting Lister's minutes and a broader question of "if this was intended" to include grievance minutes.

VLCT MUNICIPAL BUDGET WORKSHOP – action item

MOTION by Mr. Krasnow, seconded by Ms. Russell, to approve the Town Administrator to register for a VLCT Municipal Budget Workshop on behalf of the Town of Charlotte, on Tuesday, September 30, 2014.

VOTE: 5 ayes; motion carried.

SELECTBOARD UPDATES

Mr. Morrison reviewed traffic speed cart model specifications and prices ranging from \$2,500 to \$3,500. There should be discussion on where to locate and install a cart, said Mr. Morrison.

Mr. Krasnow said he recommended a battery powered cart for a cost of \$3,200 based on an anti-theft trailer for a cost of \$2,200 versus a \$3,600 solar powered post mounted cart.

Following discussion, the Selectboard asked Mr. Krasnow to research options and return with recommendations in one week for a Selectboard vote.

Mr. Tegatz reported on a proposal to draft an RFP to design a septic system on the Burns property for the West Charlotte Village area. The design would include identifying costs for construction and permitting for a system. An RFP was a ‘next step’ beyond the existing studies and did not mean that a system would be built, clarified Mr. Tegatz.

Mr. Russell noted past estimates for septic capacity on the Burns property, and an analysis completed by Civil Engineering, Inc. At what step would an engineer figure out a ‘real’ capacity number, and what was the maximum capacity before the Town would face choices, such as an indirect discharge permit, asked Mr. Russell. Mr. Bloch said that was an engineering question. What uses the Town requires needed to be identified. Getting a cost and ending up with a permit-able system design would allow the Town to go through the loan options and grant opportunities, said Mr. Bloch.

Mr. Krasnow reported on progress of forming a seed Community Safety Committee of four members currently, and a rough draft charge. Three more volunteers were needed, said Mr. Krasnow.

Mr. Krasnow viewed a plan to run an underground power line to the bath house from an existing transformer.

Mr. Krasnow said he had met with the Park Oversight Committee and toured the Demeter Park. The committee had a vacant opening, said Mr. Krasnow.

Ms. Russell said that the Fire and Rescue Board would meet next week.

Mr. Morrison reviewed upcoming Selectboard meetings as follows:

- Mr. Russell and Mr. Morrison would meet with John Snow, Corporate Board President on Tuesday, September 16, 2014;
- Selectboard meeting at 8:30 a.m., Thursday, September 18, 2014;
- Regular Selectboard meeting, 7:00 p.m., Monday, September 22, 2014.

APPROVE WARRANTS TO PAY BILLS

The Selectboard signed warrants to pay bills.

ADJOURNMENT

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

VOTE: 5 ayes; motion carried.

The meeting was adjourned at 9:46 p.m.

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