

**CHARLOTTE SELECTBOARD
MINUTES OF MEETING
TOWN HALL
MARCH 23, 2020**

APPROVED

SELECTBOARD MEMBERS: Chair Matthew Krasnow, Vice Chair Frank Tenney, Carrie Spear, James Faulkner, Louise McCarren

ADMINISTRATION: Dean Bloch, Town Administrator

OTHERS: Bill Stuono (via Zoom), Hugh Lewis, Jr., Margaret Woodruff (via Zoom)

AGENDA ITEMS:

5:30 PM Adjustments to the agenda

5:31 PM Agreement with CVSD regarding use of school and grounds

5:50 PM Opening of bids for removal of Ash trees

6:01 PM Public Comment—please email public comments in advance of meeting to Dean Bloch, Town Administrator: dean@Townofcharlotte.com, or call into meeting if number is posted

6:05 PM Discussion of roles/relationship of Recreation Commission and Recreation Director

6:30 PM National Multiple Sclerosis Society—request to use Town highways for fundraising bicycle ride on August 15, 2020

6:35 PM Kelly Brush Ride—request to use Town highways for fundraising bicycle and hand-cycle ride on September 12, 2020

6:40 PM Duncan Murdoch—request to use the Charlotte Park & Wildlife Refuge for guided nature walks on October 2, 17 and 24, 2020

6:45 PM Agricultural leases for the Charlotte Park & Wildlife Refuge, and Galbreath property—approve leases (to Dylan Preston)

7:00 PM Reappointments to committees, boards & commission—see list on page 2 of agenda

7:05 PM Interviews of new applicants•Fritz Tegatz—West Charlotte Village Wastewater Committee; term ending April 30, 2022•Bill Stuono—Planning Commission; term ending April 30, 2022

7:15 PM Paving “aprons” at the Quinlan Covered Bridge and the Seguin Covered Bridge

7:25 PM Road paving plan and Request for Bids

7:40 PM Monkton Road—repair plan; Structures Grant application; and Certificate of Compliance for Town Road and Bridge Standards and Network Inventory

8:00 PM Stantec change order for assistance with RFP for bridge abutments

8:10 PM Selection of contractors for Town mowing, cemetery mowing and Town brush-hogging

8:20 PM Selectboard Workplan, March, 2020 –February, 2021

8:40 PM Spear’s Corner Store, Incorporated—renewal of 2ndClass License to Sell Malt and Vinous Beverages

8:45 PM Minutes: March 3 (Town Meeting), March 5, March 9, March 16 and March 18, 2020

8:50 PM Selectboard updates

8:55 PM Approve warrants to pay bills

9:00 PM Adjournment

CALL TO ORDER

Selectboard Chair Matt Krasnow called the meeting to order at 5:30 p.m.

Adjustments to the agenda

Matt added: Closing of Town Hall - reconsideration

Dean asked to add: Vermont State Police email

Matt added: Warning for April 7th vote on budget and budget-related articles

Dean asked to add: Temporarily changing the location of 3rd posting of required public notices from the Old Brick Store to the Post Office

Closing of Town Hall

There can be no more than ten people meeting in the same space. The Selectboard will go virtual after this meeting which leaves 8 spots for the public. Matt Krasnow proposed closing Town Hall to the general public and open for appointment only.

MOTION by Matt Krasnow, seconded by James Faulkner, to close Town Hall to the general public, to be opened by appointment only, with a sign to be made instructing the public how to access Town Hall employees. VOTE: 5 ayes; all in favor; motion carried.

MOTION by Matt Krasnow, seconded by Frank Tenney, to allow Dean to have Techgroup set up the network to allow employees to have remote access to the computer server, to be able to work from home. VOTE: 5 ayes; motion carried.

Warnings

No action needed or taken for the April 7 warning. The warning that changes the voting location from CCS to the Town Office will be coming out in the next issues of the Charlotte News and the Citizen.

The Selectboard asked Dean to check with the Town attorney regarding whether the vote can be postponed to a later date.

MOTION by Frank Tenney, seconded by Louise McCarren, to change warning posting location temporarily from the Old Brick Store to the Post Office due to hours of operation issues. VOTE: 5 ayes; all in favor; motion carried.

Vermont State Police Email

Changes in patrol efforts were reviewed. Selectboard affirms their changes.

MOTION by Louise McCarren, seconded by James Faulkner, to have Dean Bloch communicate with the Vermont State Police that the Charlotte Selectboard has received their email and are in agreement. VOTE: 5 ayes; all in favor; motion carried.

National Multiple Sclerosis Society—request to use Town highways for fundraising bicycle ride on August 15, 2020

MOTION by Matt Krasnow, seconded by James Faulkner, to approve the National Multiple Sclerosis Society request to use Town highways for fundraising bicycle ride on August 15, 2020. VOTE: 5 ayes; all in favor; motion carried.

Kelly Brush Ride—request to use Town highways for fundraising bicycle and hand-cycle ride on September 12, 2020

MOTION by Matt Krasnow, seconded by Frank Tenney, to approve the Kelly Brush Ride request to use Town highways for fundraising bicycle and hand-cycle ride on September 12, 2020. VOTE: 5 ayes; all in favor; motion carried.

Duncan Murdoch—request to use the Charlotte Park & Wildlife Refuge for guided nature walks on October 2, 17 and 24, 2020

MOTION by Matt Krasnow, seconded by Louise McCarren, to approve Duncan Murdoch's request to use the Charlotte Park & Wildlife Refuge for guided nature walks on October 2, 17 and 24, 2020. VOTE: 5 ayes; all in favor; motion carried.

Agricultural leases for the Charlotte Park & Wildlife Refuge, and Galbreath property—approve leases (to Dylan Preston)

MOTION by Matt Krasnow, seconded by Frank Tenney, to approve the changes to the agricultural leases for the Charlotte Park & Wildlife Refuge, and Galbreath property, and to approve leases. VOTE: 5 ayes; all in favor; motion carried.

Reappointments to committees, boards & commission—see list on page 2 of agenda

Reappointments

- Sue Smith—Charlotte Park & Wildlife Refuge; term ending April 30, 2023
- Jenny Cole—Charlotte Park & Wildlife Refuge Oversight Committee; term ending April 30, 2023
- Jonathan Fisher—Zoning Board; term ending April 30, 2023
- Ken Spencer—Green-up Day Co-Coordinator; term ending April 30, 2021
- Kim Findlay—Green-up Day Co-Coordinator; term ending April 30, 2021
- Ajat Tariyal—Trails Committee; term ending April 30, 2022
- Ethan McLaughlin—Trails Committee; term ending April 30, 2022
- John Limanek—Trails Committee; term ending April 30, 2022
- Gerald Bouchard—Planning Commission; term ending April 30, 2024

- Peter Joslin—Planning Commission; term ending April 30, 2024
- Peter Joslin—West Charlotte Village Wastewater Committee; term ending April 30, 2022
- Suzy Hodgson—Energy Committee; term ending April 30, 2022
- Rebecca Foster—Energy Committee; term ending April 30, 2022
- Chris Davis—Emergency Management Director; term ending April 30, 2021

MOTION by Matt Krasnow, seconded by Frank Tenney, to approve everyone under the reappointments as described on page 2 of the meeting agenda as presented. Frank said this is a one-time event, due to the current circumstances, and the Selectboard will go back to interviewing candidates for reappointment next year. VOTE: 5 ayes; all in favor; motion carried.

Interviews of new applicants

- Fritz Tegatz—West Charlotte Village Wastewater Committee; term ending April 30, 2022

MOTION by Frank Tenney, seconded by Louise McCarren, to appoint Fritz Tegatz to the West Charlotte Village Wastewater Committee; term ending April 30, 2022. VOTE: 5 ayes; all in favor; motion carried.

- Bill Stuono—Planning Commission; term ending April 30, 2022

MOTION by Frank Tenney, seconded by Matt Krasnow, to appoint Bill Stuono to the Planning Commission; term ending April 30, 2022. VOTE: 4 ayes, 0 nays, 1 abstention (Carrie Spear); motion carried.

Louise left the meeting.

Paving “aprons” at the Quinlan Covered Bridge and the Seguin Covered Bridge

MOTION by Matt Krasnow, seconded by James Faulkner, to approve warning a hearing, if needed, and if not needed, to include in the paving RFP, paving “aprons” at the Quinlan Covered Bridge and the Seguin Covered Bridge. VOTE: 4 ayes; all in favor; motion carried. Dean was asked to look int whether a hearing is needed.

Road paving plan and Request for Bids

MOTION by James Faulkner, seconded by Frank Tenney, to approve the plan for paving approximately 5.5 miles of roadway, including three approximately 50’ long “aprons” of the covered bridges, plus the parking lot at the Town Hall and Library, and to issue a request for bids as discussed. VOTE: 4 ayes; all in favor; motion carried. Bids will be due on April 20th at 4 pm. Carrie was designated to open the bids.

Monkton Road—repair plan; Structures Grant application; and Certificate of Compliance for Town Road and Bridge Standards and Network Inventory

The Selectboard indicated they would like to see and approve the grant application prior to submission.

MOTION by Frank Tenney, seconded by Matt Krasnow, to approve the Certificate of Compliance for Town Road and Bridge Standards and Network Inventory.

VOTE: 4 ayes; all in favor; motion carried.

Stantec change order for assistance with RFP for bridge abutments

MOTION by Matt Krasnow, seconded by James Faulkner, to approve the Stantec change order for assistance with RFP for bridge abutments not to exceed \$1,160 for a total agreement amount not to exceed \$2,159. VOTE: 4 ayes; all in favor; motion carried.

Selection of contractors for Town mowing, cemetery mowing and Town brush-hogging

MOTION by Frank Tenney, seconded by Matt Krasnow, to approve Mow Mow Mow for Town mowing at \$26,500, with \$40/hour charge for additional work.

VOTE: 4 ayes; all in favor; motion carried.

MOTION by Frank Tenney, seconded by Matt Krasnow, to approve Adam Dantzcher for cemetery mowing at \$5,390, with \$40/hour charge for additional work. VOTE: 4 ayes; all in favor; motion carried.

MOTION by Frank Tenney, seconded by Matt Krasnow, to approve Adam Dantzcher for brush hogging Town lands at \$5,480, with charges as indicated in the bid for additional work. VOTE: 4 ayes; all in favor; motion carried.

Opening of bids for removal of Ash trees

Gregory Smith: \$19,300, number of days to complete the job is 10 days

Barrett's Tree Service: \$24,975, 6-7 days

Chris' Lawn Care: \$18,000, by time point given

Teacher's Tree Service: \$19,500, 5-6 days

DJ's Tree Service: \$22,500, 3 days

The Selectboard asked Dean to create a table with the bids and provide it to the Tree Warden for a review and recommendation to the Selectboard at its next meeting.

Louise re-joined the meeting by speakerphone.

Selectboard Workplan, March, 2020 –February, 2021

Discussion on the new Town budget donations committee. James and Louise will review criteria in May, and discuss with the Selectboard in June. With this incorporated in the workplan, the workplan was approved by consensus.

Spear's Corner Store, Incorporated—renewal of 2nd Class License to Sell Malt and Vinous Beverages

MOTION by Matt Krasnow, seconded by Frank Tenney, to suspend as the Selectboard and reconvene as Liquor Control Board. VOTE: 4 ayes, 0 nays, 1 abstained (Carrie Spear); motion carried.

MOTION by Frank Tenney, seconded by Matt Krasnow, to approve Spear's Corner Store, Incorporated renewal of 2nd Class License to Sell Malt and Vinous Beverages. VOTE: 4 ayes, 0 nays, 1 abstained (Carrie Spear); motion carried.

MOTION by Frank Tenney, seconded by Matt Krasnow, to reconvene as the Selectboard and suspend as Liquor Control Board. VOTE: 5 ayes; all in favor; motion carried.

Minutes: March 3 (Town Meeting), March 5, March 9, March 16 and March 18, 2020

MOTION by Matt Krasnow, seconded by Frank Tenney, to approve the Town Meeting Minutes for March 3, 2020 as amended. The Selectboard asked if Lynn could listen to the recording to try to determine who seconded the motion to cease debate on line 43. VOTE: 4 ayes, 0 nays, 1 abstained (James Faulkner); all in favor; motion carried.

MOTION by Matt Krasnow, seconded by Frank Tenney, to approve the Selectboard Meeting Minutes for March 5, 2020 as amended. VOTE: 5 ayes; all in favor; motion carried.

MOTION by Matt Krasnow, seconded by Frank Tenney, to approve the Selectboard Meeting Minutes for March 9, 2020 as amended. VOTE: 4 ayes, 0 nays, 1 abstained (Louise McCarren); motion carried.

There was discussion about working on creating an Economic Development Committee as suggested by Mike Russell and as identified as a strategy in the Town Plan. This will be put on the work plan for a meeting in August.

MOTION by Matt Krasnow, seconded by Frank Tenney, to approve the Selectboard Meeting Minutes for March 16, 2020 as amended. Line 106-correct date to March 18th. VOTE: 5 ayes; all in favor; motion carried.

Selectboard updates

MOTION by Matt Krasnow, seconded by Louise McCarren, to extend the suspension of all committees, boards and commission, except those that are statutorily obligated and the Selectboard until April 14, 2020. VOTE: 5 ayes; all in favor; motion carried.

The suspension of committee meetings and the food shelf is to be added to the April 13th agenda.

Approve warrants to pay bills

Adjournment

MOTION by Frank Tenney, seconded by Louise McCarren, to adjourn. VOTE: 5 ayes; all in favor; motion carried.

The meeting was adjourned at 9 p.m.

Minutes respectfully submitted, Lynn Monty, Recording Secretary.