

**CHARLOTTE SELECTBOARD  
MINUTES OF MEETING  
TOWN HALL  
APRIL 9, 2018**

**APPROVED**

**SELECTBOARD MEMBERS:** Lane Morrison, Chair; Carrie Spear, Frank W Tenney, Matthew Krasnow, Fritz Tegatz.

**ADMINISTRATION:** Dean Bloch, Town Administrator.

**OTHERS:** Miles Waite, Chris Gulipeau, Tom Maffitt, Steve Williams, Mary Mead, Ben Mason, sue Smith, Dale Knowles, Vanessa Knowles, Michael Russell, Hugh Lewis Jr, Stuart Bennett, Gregory Smith, Abby Foulk, Jen Halliday, Bill Fraser-Harris, Rebecca Foster, David Ziegelman, Bill Pence, Jack Pilla, Kevin Burget, and others.

**AGENDA ITEMS:**

- 6:31 PM Thompson's Point Wastewater Disposal System Ordinance—draft amendments
- 7:45 PM Awarding of mowing and brush-hogging contracts
- 7:50 PM Rover to be scheduled for July 28th at Town salt shed
- 7:55 PM Paving plan—discuss with Road Commissioner
- 8:10 PM Interviews for reappointments/appointments to committees/boards/commissions David Ziegelman—reappointment to the Trails Committee for a 2 year term ending April 30, 2020 Kevin Burget—reappointment to the Trails Committee for a 2 year term ending April 30, 2020 Kevin Burget—appointment to the Conservation Commission for a 4 year term ending April 30, 2022 Bill Fraser-Harris—reappointment to the Recreation Commission for a 3 year term ending April 30, 2021 Greg Smith—reappointment to the Recreation Commission for a 3 year term ending April 30, 2021 Bill Pence—appointment to the Recreation Commission for a 3 year term ending April 30, 2021 Stuart Bennett—reappointment to the Zoning Board of adjustment for a 3 year term ending April 30, 2021 Rebecca Foster—reappointment to the Energy Committee for a 2 year term ending April 30, 2020 Suzy Hodgson—reappointment to the Energy Committee for a 2 year term ending April 30, 2020 Bill Kallock—reappointment to the Energy Committee for a 2 year term ending April 30, 2020
- 8:25 PM Local Emergency Operations Plan (LEOP)
- 8:30 PM Reset Properties—exterior lighting; court decision and judgment

**CALL TO ORDER**

Mr. Morrison, Chair, called the meeting to order at 6:32 p.m.

**THOMPSON'S POINT WASTEWATER DISPOSAL SYSTEM ORDINANCE—  
DRAFT AMENDMENTS**

Miles Waite, Chris Gulipeau, Tom Maffitt, Steve Williams, Ben Mason, Charlotte Thompsons' Point Wastewater Committee members, reviewed a draft update of the Thompsons' Point Wastewater Disposal System Ordinance.

- Next steps: calculate costs and
- Amortize Lane's Lane fees.

Mr. Bloch said that edits to the ordinance would be appropriate to have the Town Attorney review.

*CHANGES/EDITS:*

- Page , 1<sup>st</sup> line, insert "hence forth known as the Sewer Commissioners" between "Selectboard" and "of"
- Section 101, replace the word "rehabilitation" with "operation"
- Section 102, insert "System" between "Disposal" and "Ordinance"
- Section 201, underline "Section 201"
- Section 202, remove the word "denoting"
- Section 203, insert "(for example, Selectboard)" between "Commission" and "shall"
- Section 204, combine Section 212 with Section 204
- Section 206, delete the word "sanitary"
- Section 209, correct typo "Person"
- Section 211, replace the word "System" with "Facilities"
- Section 212, delete (combined with Section 204)
- Section 213, last sentence, change to read "As-built plans are created and maintained on the Town server"
- Section 216, correct typo "Sewer"
- Section 217, delete
- Page 3, Section 221, currently reads "Section 215", change to read "Section 221"
- Page 3, Section 216, currently reads "Section 216", change to read "Section 222"
- Add "Section 223, "TPWAC shall mean the Thompson's Point Wastewater Committee
- Page 4, Section 303, add "Lot 24 is exempt until it becomes a seasonal camp"
- Section 304, consider deleting the section-requires further discussion
- Section 305, consider adding as a new section: "the existing structure on Lot 204 is exempt until it becomes seasonal through a change of lease"

*NEXT STEPS:*

- Ask for a legal opinion regarding a Trust related to Lot 204
- Schedule a Joint Selectboard/Thompson's Point Wastewater Committee meeting for Monday, April 23, 2018 at 6:00/6:30 p.m.

Mr. Mason said that he wanted to connect to the wastewater system before the new ordinance is approved.

**MOTION by Mr. Tegatz, seconded by Mr. Krasnow, to approve temporarily a request by Ben Mason, Lot 203, located on Lane's Lane, to hook onto the Thompson's Point Wastewater System, until the ordinance is completed.**

**DISCUSSION:**

Ms. Mead noted that in May, 2016, the Town Attorney said that there should be a separate agreement for Lane's Lane lots that detailed costs for connection and fees. She highly recommended that the Selectboard put a separate document in place, stated Ms. Mead.

**VOTE: 5 ayes; motion carried.**

**PUBLIC COMMENT**

None.

**AGENDA**

Add: Personnel Matters, discussion and possible Executive Session.

**SELECTBOARD UPDATES**

Ms. Spear reported that the CVFRS dance and dinner was successful

Mr. Morrison asked staff to add minimum wage pay for seasonal hires, and SymQuest/NEMRC discussions to the next Selectboard meeting agenda.

Mr. Morrison reported that reappointments of the Town's CCSWD Representative and Alternate Representative needed to be done. Mr. Bloch said that candidate interviews are on the Selectboard's May 14, 2018, agenda.

Mr. Bloch reported that a petition has been received for additional antenna and equipment on an existing silo at the Knowles Farm, located at 1324 Ferry Road. Mr. Tenney said the original permit allowed 2 antennas on the local permit, which will need to be amended, said Mr. Tenney.

**AWARDING OF MOWING AND BRUSH-HOGGING CONTRACTS**

Mr. Morrison reviewed Mowing and Brush Hogging bid comparisons.

**MOTION by Mr. Tenney, seconded by Mr. Tegatz, to accept the bid by Mow, Mow, Mow, for the Town mowing contract for an amount of \$25,750 and an additional \$35 per hour rate as presented.**

**VOTE: 5 ayes; motion carried.**

**MOTION by Mr. Tegatz, seconded by Ms. Spear, to approve a bid by Adam Dantzcher to mow and brush hog cemeteries, and the East Burying Ground for an amount of \$5,360 with an additional \$35 per hour rate as necessary, and to authorize the Charlotte Selectboard Chair to sign the contract document on behalf of the Town of Charlotte.**

**VOTE: 5 ayes; motion carried.**

**MOTION by Mr. Krasnow, seconded by Mr. Tenney, to approve a brush hogging contract to Adam Dantzcher for an amount of \$2,595 with a \$35 per hour rate if needed, and to authorize the Charlotte Selectboard Chair to sign the contract document on behalf of the Town of Charlotte.**

**VOTE: 5 ayes; motion carried.**

**ROVER TO BE SCHEDULED FOR JULY 28TH AT TOWN SALT SHED**

Jen Halliday, CCSWD Rover Collection events coordinator, noted that the Rover will be at the Town Salt Shed on July 28, 2018.

**MOTION by Mr. Krasnow, seconded by Ms. Spear, to approve the use of the Charlotte Town Salt Shed, Root Road, for a CCSWD Rover Collection event to be held on July 28, 2018.**

**VOTE: 5 ayes; motion carried.**

**PAVING PLAN—DISCUSS WITH ROAD COMMISSIONER**

Hugh Lewis Jr, Charlotte Road Commissioner, handed out a written road paving schedule for Selectboard review. Paving will start before July 1<sup>st</sup>, and there are funds in the budget. A bid RFP will have a deadline date and an option to accept the best bid, which may not be the cheapest bid. The cost is the price per ton laid down. Will try to get at least 3 bids. Contracts can be awarded at the bid opening, clarified Mr. Lewis.

Mr. Morrison said it will be made clear that the Town was waiving bidding process policy and awarding a contract(s) at the bid opening at the meeting.

Mr. Krasnow suggested that staff draft an exemption for highway paving in the Town's policy that contracts can be awarded at the bid opening.

**INTERVIEWS FOR REAPPOINTMENTS/APPOINTMENTS TO COMMITTEES/BOARDS/Commissions**

**David Ziegelman—reappointment to the Trails Committee for a 2 year term ending April 30, 2020**

The Selectboard interviewed David Ziegelman for a reappointment to the Trails Committee.

**MOTION by Mr. Krasnow, seconded by Mr. Tegatz, to reappoint David Ziegelman to the Trails Committee for a 2-year term ending April 30, 2020.**

**VOTE: 5 ayes; motion carried.**

**Kevin Burget—reappointment to the Trails Committee for a 2 year term ending April 30, 2020**

Mr. Burget said that he has withdrawn his name as a candidate.

**Kevin Burget—appointment to the Conservation Commission for a 4 year term ending April 30, 2022**

The Selectboard interviewed Kevin Burget for an appointment to the Conservation Commission.

**MOTION by Mr. Tegatz, seconded by Mr. Krasnow, to appoint Kevin Burget to the Conservation Commission for a 4-year term ending April 30, 2022.**

**VOTE: 5 ayes; motion carried.**

**Bill Fraser-Harris—reappointment to the Recreation Commission for a 3 year term ending April 30, 2021**

The Selectboard interviewed Bill Fraser-Harris for a reappointment to the recreation Commission.

**MOTION by Mr. Krasnow, seconded by Mr. Tegatz, to reappoint Bill Fraser-Harris to the Recreation Commission for a 3-year term ending April 30, 2021.**

**VOTE: 5 ayes; motion carried.**

**Greg Smith—reappointment to the Recreation Commission for a 3 year term ending April 30, 2021**

The Selectboard interviewed Gregory Smith for a reappointment to the Recreation Commission.

**MOTION by Mr. Krasnow, seconded by Mr. Tenney, to reappoint Gregory Smith to the Recreation Commission for a 3-year term ending April 30, 2021.**

**VOTE: 5 ayes; motion carried.**

**Bill Pence—appointment to the Recreation Commission for a 3 year term ending April 30, 2021**

The Selectboard interviewed Bill Pence for an appointment to the Recreation Commission.

**MOTION by Mr. Krasnow, seconded by Mr. Tegatz, to appoint Bill Pence to the Recreation Commission, replacing Mark McDermott, for a 3-year term ending April 30, 2021.**

**VOTE: 5 ayes; motion carried.**

**Stuart Bennett—reappointment to the Zoning Board of adjustment for a 3 year term ending April 30, 2021**

The Selectboard interviewed Stuart Bennett for a reappointment to the Zoning Board of Adjustment.

**MOTION by Mr. Tegatz, seconded by Mr. Krasnow, to reappoint Stuart Bennett to the Zoning Board of Adjustment for a 3-year term ending April 30, 2021.**

**VOTE: 5 ayes; motion carried.**

**Rebecca Foster—reappointment to the Energy Committee for a 2 year term ending April 30, 2020**

The Selectboard interviewed Rebecca Foster for a reappointment to the Energy Committee.

**MOTION by Mr. Krasnow, seconded by Mr. Tenney, to reappoint Rebecca Foster to the Trails Committee for a 2-year term ending April 30, 2020.**

**VOTE: 5 ayes; motion carried.**

**Suzy Hodgson—reappointment to the Energy Committee for a 2 year term ending April 30, 2020**

Deferred.

**Bill Kallock—reappointment to the Energy Committee for a 2 year term ending April 30, 2020**

The Selectboard interviewed Bill Kallock for a reappointment to the Energy Committee.

**MOTION by Mr. Krasnow, seconded by Mr. Tenney, to reappoint Bill Kallock to the Energy Committee for a 2-year term ending April 30, 2020.**

**VOTE: 5 ayes; motion carried.**

**LOCAL EMERGENCY OPERATIONS PLAN (LEOP)**

**MOTION by Mr. Tenney, seconded by Mr. Tegatz, to approve a Local Emergency Operations Plan, to be signed by the Town Administrator, a ICS-100 Certified agent.**

**VOTE: 5 ayes; motion carried.**

**RESET PROPERTIES—EXTERIOR LIGHTING; COURT DECISION AND JUDGEMENT**

Catherine Hughes and Jack Pilla, residents, explained an issue regarding bright lights located at Reset Properties, which has been an on-going problem since 2006.

Mr. Bloch reviewed a brief history, and that the court has awarded a fine of \$4,374 for attorney's fees to the Town on October 24, 2017.

Mr. Krasnow read the court decision into the record.

Mr. Morrison suggested a first option is to have an electrician disconnect the exterior lighting, or shielding to reduce the glare.

**MINUTES: MARCH 26, 2018, APRIL 2, 2018**

**MOTION by Mr. Tegatz, seconded by Ms. Spear, to approve the Charlotte Selectboard minutes of March 26, 2018, as written.**

**VOTE: 5 ayes; motion carried.**

**MOTION by Mr. Tenney, seconded by Ms. Spear, to approve the Charlotte Selectboard minutes of April 2, 2018, as written, with edits.**

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

**EXECUTIVE SESSION**

**MOTION by Mr. Tenney, seconded by Ms. Spear, to recess the regular meeting and to enter Executive Session for the purpose of discussing Personnel Matters, and to invite the Town Administrator to attend.**

**VOTE: 5 ayes; motion carried.**

The regular meeting was recessed and the Selectboard entered Executive Session at 8:58 p.m.

**ADJOURNMENT**

The meeting was adjourned at p.m.

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