

**CHARLOTTE SELECTBOARD
MINUTES OF MEETING
TOWN HALL
DECEMBER 16, 2019**

APPROVED

SELECTBOARD MEMBERS: Chair Matthew Krasnow, Vice Chair Frank Tenney, Louise McCarren, Carrie Spear and Fritz Tegatz

ADMINISTRATION: Dean Bloch, Town Administrator

OTHERS: Scooter MacMillan, Peter Joslin, Ken French, Julian Phelps, Dave Marshall, Peter Regan, John Quinney, Sam Carlson, Susan Smith, Patrice Machavern, Laurie Thompson, Lane Morrison, Tom Cosinuke, Andrea Regan, Deirdre Holmes, Rebecca Foster

AGENDA ITEM:

5:30 PM Adjustments to the agenda

5:31 PM Wastewater disposal ordinances for West Charlotte village

6:00 PM Solar Net Metering Agreements—consider net metering agreement(s) for approval

6:40 PM Media release for ReArch to use photos of the library addition

6:50 PM Thompson’s Point Leaseholders Association—expand easement for water treatment system to include the “caretaker’s cottage”

7:00 PM Public Comment

7:05 PM FY21 Draft Budget

8:00 PM Draft warning for Town Meeting, 2020

8:30PM Personnel Policy—amend Section 5.3.2 Holidays to add the day after Thanksgiving

8:40 PM Contract with Stage Works for providing sound system for Town Meeting

8:45 PM Thompson’s Point leases

- Lot 28 at 327 Association Way—renew 20 year lease to Teresa Pete, Trustee of the Teresa R. Pete Family Trust

- Lot 136 at 280 Deer Point Road—renew 20 year lease to Kenneth L. Murray

- Lot 162 at 450 North Shore Road—renew 20 year lease to James Twitchell

- Lots ¾ 54 & ½ 55 at 430 Flat Rock Road—renew 20 year lease to Sylvia P. Mitchell

- Lots 159, 160 & 161 at 400 North Shore Road—renew 20 year lease to Virginia M. Foster Revocable Trust

- Lots 178 & 179 at 800 North Shore Road—renew 20 year lease with John W. Stetson and Roberta B. Stetson as Trustees on the John W. Stetson and Roberta B. Stetson Revocable Trust U/A/D May 10, 2018

- Lot 198+ at 2588 Thompson’s Point Road—Terminate lease to Kim Smith; Approve a new 20 year lease to Katherine Manaras & Oakley Smith

8:50 PM Minutes: November 25; December 9, 2019

9:00 PM Personnel discussion (executive session likely)

9:05 PM Selectboard updates

•Charlotte Solar

9:10 PM Approve warrants to pay bills

9:15 PM Adjournment

CALL TO ORDER

Chair Matthew Krasnow called the meeting to order at 5:33 p.m.

Adjustments to the agenda

One additional Thompson's Point lease is inserted for renewal. •Lots 178 & 179 at 800 North Shore Road—renew 20 year lease with John W. Stetson and Roberta B. Stetson as Trustees on the John W. Stetson and Roberta B. Stetson Revolvable Trust U/A/D May 10, 2018

Wastewater disposal ordinances for West Charlotte village

Dave Marshall spoke of edits to be made to the ordinances. Matt Krasnow said the wastewater committee has been at work for two and a half years now on this. Options have been customized and it has gone to general council legal review and come back with suggested changes. If the SB decides to enact these two ordinances there would still be some heavy lifting to do to enact a fee schedule. Dave confirmed that is the case and explained how the usage fees could possibly be implemented. Dave explained that costs will be covered and an emergency fund will be in place.

Matt asked about the Thompsons Point system. Dean said the town has managed that system successfully for about 20 years. Thompson's Point has a 20,000-gallon system. It is a much bigger system than what is being proposed in the village.

There is a 60-day period before a town ordinance goes into effect after it is enacted. This could be warned to be voted upon on Town Meeting Day. The appeal process and timeline were discussed.

Robert Mack expressed his concerns about the ordinances. Matt explained these ordinances are an application process, not an approval process. Robert said fees need to be outlined before the vote. Implementing a fee schedule was discussed. Matt said fee schedules will be set up after the ordinances pass. Fritz said ordinances need to be in place and applications approved before details about costs can be addressed. Dave said the ordinances say specifically that those who hook up will incur the costs. Frank asked, if the costs are known, why can't they be added. Matt said it is all laid out in Article 9. Matt said numbers can be hammered out after an ordinance is solid. Dave said most ordinances do not have a fee schedule. The fee structure needs to be able to be flexible over time, he said. Peter Joslin agreed that the ordinances and fee schedule need to be kept separate.

Robert Mack asked Dave about the land acquisition costs. Matt said if the ordinances get passed those numbers will be known. Dave said there are 6 or 7 cost recovery components and spoke about the cost of the link. Rather than lump the value of the land

up front, it would be a quarterly cost, in a lease-type of agreement. These are policy issues to be addressed. From an economic standpoint, there are options to help keep it affordable. If there is an ordinance, then the process of policy begins. Now is the time to implement the practice. This is the first step in a big process. It is a recommended approach.

MOTION by Fritz Tegatz, seconded by Louise McCarren, to approve the wastewater disposal ordinances for West Charlotte village. To be adopted Jan. 6. VOTE: 4 ayes; 1 opposed (Frank Tenney); motion carried.

Solar Net Metering Agreements—consider net metering agreement(s) for approval

John Quinney said the state fire marshal's requirements make the library solar project an uneconomic project. He proposes no vote on anything this evening. Sam Carlson from Green Lantern Solar was present and explained the prohibiting factors.

He spoke about the second component of the RFP which was a group net metering agreement. It consists of buying credits from an array in Vernon at a 12% discount. This is designed to help GMP and the state of Vermont meet their net metering goals. It would be a 20-year agreement that is transferable. The savings to the town is about \$2,000 a year. John said that amount is half of the Energy Committee's budget. The bulk of the Vernon project has already been sold to the Colchester School District.

Media Release for ReArch to use photos of the library addition

MOTION by Frank Tenney, seconded by Fritz Tegatz, to approve the Media Release for ReArch to use photos of the library addition (building only) with permission for the chair to sign. Separate waivers of any individuals captured in the images would need to be obtained and is not the town's responsibility. VOTE: 5 ayes; all in favor; motion carried.

Thompson's Point Leaseholders Association—expand easement for water treatment system to include the "caretaker's cottage"

Dean said an easement was previously approved and now there is a change to serve the year-round house known as the caretakers cottage, occupied by the superintendent of the water system. There is also a tank that needs to be removed. They have three years to have it removed. The lease for the water system expires at the end of the year. The town attorney has reviewed and approved this.

MOTION by Matt Krasnow, seconded by Fritz Tegatz, to approve Thompson's Point Leaseholders Association—expand easement for water treatment system to include the "caretaker's cottage" to include the figure-4 reference drawing 9440-1 with authorization for the tank to be removed and for the chair to sign. VOTE: 5 ayes; all in favor; motion carried.

Public Comment

None

Minutes

MOTION by Matt Krasnow, seconded by Frank Tenney, to approve the Selectboard meeting minutes from Nov. 25. VOTE: 5 ayes; all in favor; motion carried.

FY21 Draft Budget

Change to revenues under ag lease total is \$5,227, Mary Mead said.

Dean said under donations, Hinesburg Community Center has withdrawn their request.

Dean said the town will get 94% reimbursement for the repairs to bridges damaged in the Oct. 31 storm. Reimbursed is about \$65,000. Some of that work may be done this year. Mary said the bridge repairs will likely be spread over two fiscal years. The highway capital fund was discussed.

Fritz asked about heat pumps and air conditioning numbers for the Senior Center. Lane Morrison said Climate Systems recommended what's in the budget.

Mary asked about the \$40,000 in the recreation reserve fund. She suggested taking \$10,000 off of that budget for this year.

Conservation Fund projects were discussed. The fund is being reduced from \$50,000 to \$30,000.

Mary suggested to level fund CVFRS. Fritz said he talked to the chief and CVFRS has consented to put the tanker purchase off for now. Patrice Machavern said repair expenses will be coming up and she mentioned the build cycle for tankers is long. Repairs and replacements were discussed. Matt said equipment in a twenty-year bond should not be moved within the payment cycle for replacement. Patrice said the grand list has changed, and the Town's allocation to the fund has gone down to a third of what the town approved in 1999. Matt said the funding model has changed. Matt said the initial intent was to purchase equipment outright which has changed. The fund is working, he said.

The Trails committee was present to discuss connectivity funding from Mt. Philo to Lake Road. VTRANS has confirmed there are no grants available for certain portions of planned trails in town. There is \$67,000 in the fund right now. A half mile of State Park Road is next. Mary asked about easements for the section from Champlain Valley Co-housing to the west village. There are four easements in the preferred alignment. Not all homeowners have not been contacted to sign easements. It was noted that there are other options for this trail along Greenbush Road, if needed. No easements are needed there. Fritz suggested this issue have more discussion and suggested it be a warned item, not a budget item. Frank agreed that it should be a vote. To be continued Jan. 13.

Mary asked about the proposed increase in zoning administrator pay. Fritz said discussion about pay will be had prior to the next fiscal year and this is not a confirmation. This is a budget proposal. It is in place just in case the pay is adjusted, he said.

Peter Joslin mentioned the traffic study to be done in town for \$4,000. Fritz said the safety study that was completed in recent years should be looked at before a new traffic study is completed. He suggested leaving the \$4,000 in the budget with a dedication to thoroughly review the safety report before the traffic study is approved.

The Energy Committee and Mary Mead discussed where funds could be tightened concerning measures listed over multiple budgets.

Draft warning for Town Meeting, 2020

Edits were made. Funding requests for non-profits was discussed. It was decided the town should vote on non-profit donations rather than have it as a budget item. An article will be drafted.

Personnel Policy—amend Section 5.3.2 Holidays to add the day after Thanksgiving

Most employees take the day after Thanksgiving off without pay, or by using vacation or personal time, and the question arose if it can be switched with Veterans Day to become an official paid holiday. The clerk normally works that day because it is near tax day, Dean said. There are 12 holidays. Frank asked if the town employees could rate the holidays and get back to them.

MOTION by Frank Tenney, seconded by Fritz Tegatz, to designate Dean to collect the results from the town employee survey and review them with the chair for amending the town's official list of holidays with maintaining a total of 12 holidays. VOTE: 4 ayes; 1 absent (Carrie Spear); motion carried.

Contract with Stage Works for providing sound system for Town Meeting

MOTION by Louise McCarren, seconded by Fritz Tegatz, to Contract with Stage Works for providing sound system for Town Meeting. VOTE: 5 ayes; all in favor; motion carried.

Thompson's Point leases

MOTION by Matt Krasnow, seconded by Louise McCarren, to approve Thompson's Point leases as listed with authorization for the chair to sign.

- **Lot 28 at 327 Association Way—renew 20 year lease to Teresa Pete, Trustee of the Teresa R. Pete Family Trust**
- **Lot 136 at 280 Deer Point Road—renew 20 year lease to Kenneth L. Murray**
- **Lot 162 at 450 North Shore Road—renew 20 year lease to James Twitchell**
- **Lots $\frac{3}{4}$ 54 & $\frac{1}{2}$ 55 at 430 Flat Rock Road—renew 20 year lease to Sylvia P. Mitchell**

- Lots 159, 160 & 161 at 400 North Shore Road—renew 20 year lease to Virginia M. Foster Revocable Trust
- Lots 178 & 179 at 800 North Shore Road—renew 20 year lease with John W. Stetson and Roberta B. Stetson as Trustees on the John W. Stetson and Roberta B. Stetson Revocable Trust U/A/D May 10, 2018
- Lot 198+ at 2588 Thompson’s Point Road Terminate lease to Kim Smith; approve a new 20 year lease to Katherine Manaras & Oakley Smith. VOTE: 5 ayes; all in favor; motion carried.

Minutes

MOTION by Fritz Tegatz, seconded by Frank Tenney, to approve the Selectboard meeting minutes from Dec. 9 as amended. VOTE: 5 ayes; all in favor; motion carried.

Personnel discussion (executive session likely)

MOTION by Frank Tenney, seconded by Matt Krasnow, to enter into executive session to discuss personnel issue, at 9:17 pm. VOTE: 5 ayes; all in favor; motion carried.

MOTION by Louise McCarren, seconded by Frank Tenney, to come out of executive session at 9:48 pm. VOTE: 5 ayes; all in favor; motion carried.

MOTION by Matt Krasnow, seconded by Louise McCarren, to instruct the Recreation Commission to not schedule or hold a future meeting until reviewing the Open Meeting Laws at a meeting with the Selectboard. VOTE: 5 ayes; all in favor; motion carried.

Approve warrants to pay bills
All signed.

ADJOURNMENT

MOTION by Louise McCarren, seconded by Frank Tenney, to adjourn at 9:50 pm. VOTE: 5 ayes; all in favor; motion carried.
The Selectboard meeting was adjourned at 9:50 p.m.

Minutes respectfully submitted, Lynn Monty, Recording Secretary.