

**CHARLOTTE SELECTBOARD
MINUTES OF MEETING
TOWN HALL
FEBRUARY 27, 2017**

APPROVED

SELECTBOARD MEMBERS: Lane Morrison, Chair; Carrie Spear, Matthew Krasnow, Jacob Spell (departed at 8:11 p.m.). **ABSENT:** Fritz Tegatz,

ADMINISTRATION: Dean Bloch, Town Administrator.

OTHERS: Dale Knowles, Vanessa Crowley, Sue Smith, Gregory Smith, Abby Foulk, Nancy Plunkett, Mary Mead, Robert Mack, Frank Tenney, Jenny Cole, Rayne Herzog, Bud Shriner, Garrett Sadler, and others.

ITEMS TAKEN UP:

- 7:15 PM Options for addressing food waste
- 7:30 PM RaceVT.com— application for half marathon, 5K & 10K on May 13
application for half marathon, 5K & 10K on September 9
- 7:40 PM Land maintenance and Brush-hogging RFPs
- 8:10 PM Thompson's Point Agricultural Lease—request for proposals
- 8:15 PM Thompson's Point Wastewater Budget
- 8:20 PM Notice of Vacancies on Town Board/Committees and Appointed Positions
- 8:25 PM Preparation for Town Meeting
- 8:40 PM Liquor License renewal (to be approved as Liquor Control Board) □
Spear's Corner Store—request for renewal of Second Class License to sell Malt and Vinous Beverages, and renewal of Tobacco License
- 8:45 PM Recreation Coordinator—offer of employment

CALL TO ORDER

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

ADJUSTMENTS TO THE AGENDA

Addition: Edgewater Center, LLC mediation request to continue for 45 days.

MOTION by Ms. Spear, seconded by Mr. Krasnow, to allow a 45 day continuance of the Edgewater Center, LLC mediation trial as requested.

VOTE: 3 ayes, 1 abstention (Mr. Spell), 1 absent (Mr. Tegatz); motion carried.

PUBLIC COMMENT

None.

SELECTBOARD UPDATES

Mr. Morrison reviewed that the Selectboard would hold a public hearing on Monday, March 6, 2017, at 6:00 p.m. at the Charlotte Central School regarding a bond issue for a new pumper truck.

Mr. Bloch reported that a sound system and multi-media equipment will be set up and ready for the 2017 Town Meeting on March 7th.

Mr. Morrison reported that the Trails Committee was preparing a presentation for the March Town Meeting regarding trails. Mr. Krasnow would introduce an Article regarding the Trails Reserve fund. John Snow has prepared a Fire and Rescue budget overview. Mr. Morrison said that he will narrate a Town budget overview.

OPTIONS FOR ADDRESSING FOOD WASTE

Abby Foulk, Charlotte's Chittenden representative, and Nancy Plunkett, Chittenden County Solid Waste District representative, explained food waste management issues and options related to ACT 148 requirements.

In response to questions, Ms. Plunkett said that food waste makes up 26 percent of residential waste by weight. Some haulers will accept large bones and other non-compostable food wastes, said Ms. Plunkett.

Mr. Morrison said that 6 months ago there had been a discussion regarding the number of different haulers on Charlotte roads. How does this issue relate to the number of big trucks on the roadways, asked Mr. Morrison. Ms. Foulk replied that it is an issue of consolidation. For example, Westford has a single contractor. Here in Charlotte the residents didn't want to be told who to hire, pointed out Ms. Foulk.

There was discussion regarding the Hinesburg drop off center, which operates one Saturday a week, if there was a possibility of expanded hours, and how will the Hinesburg drop off center be impacted if the Hinesburg voters approve a proposed Town garage project. Ms. Plunkett explained that if the Hinesburg bond vote is approved the Town would build a new garage facility where the current drop off center is. The drop off center would move in a co-location at the Hinesburg town garage site. There had been discussion of possible Charlotte drop off center locations, said Ms. Plunkett.

Mr. Krasnow asked where food scrap waste is diverted to. Ms. Plunkett said that food scraps are used by Green Mountain Compost in Williston. The tonnage has gone up every year. Despite growing compost sales the CSWD is still subsidizing the program. CSWD has a grant program that pays for 30 percent of the cost of recycling containers, said Ms. Plunkett.

Ms. Foulk said that next steps are to review options. Charlotte is not eligible for exemption. The "do nothing" option is feasible. She would like to start working with people regarding compliance with drop off sites in conjunction with haulers, or contracting with one hauler. The local composter in Town doesn't want to get into the food scrap issue, said Ms. Foulk.

Mr. Smith asked if a homeowner uses a hauler will that hauler accept trash, food scraps and recycling items. Ms. Plunkett replied that not all will accept food scraps. However, a hauler does need to provide service, pointed out Ms. Plunkett.

Mr. Bloch asked who created the guidelines for ACT 148. Ms. Plunkett said that it was the state. For Charlotte to be eligible for an exemption Hinesburg would need to add hours, or Charlotte would need to have its own drop off center, said Ms. Plunkett.

Ms. Foulk pointed out that the school and the Children's Center are Charlotte's two commercial accounts. Perhaps the Town could piggyback on those accounts with one hauler, suggested Ms. Foulk.

Ms. Spear said that she would like to continue discussion with Ms. Foulk and CSWD. Ms. Plunkett said that the CSWD Board will meet on March 22nd at 6:00 p.m. in Williston. She will send an agenda to the Town, said Ms. Plunkett.

RACEVT.COM— APPLICATION FOR HALF MARATHON, 5K & 10K ON MAY 13 APPLICATION FOR HALF MARATHON, 5K & 10K ON SEPTEMBER 9

Rayne Herzog, RaceVT.com representative, reviewed two half marathon, 5K and 10 K race applications. The May 13th race starts and finishes at CCS. The school has approved the date, said Mr. Herzog.

Mr. Herzog reviewed the race course route for the September 9th race, which runs in Shelburne and Charlotte starting at the Shelburne Town Beach with a turn around point at the Charlotte Town Beach. Three Shelburne police officers have been hired to monitor three intersections. There will be three water stations monitored by race staff with cell phones in case of emergencies. Certificates of insurance have been submitted already. The event donates \$1 per participant to the Charlotte Recreation Department. The September 9th race is the same day as the Kelly Brush event. However there will be no conflicts with the two events, explained Mr. Herzog.

Mr. Smith, Recreation Commission representative, said that the Recreation Department supports the races.

MOTION by Mr. Krasnow, seconded by Ms. Spear, to approve the RaceVT.com application for a Lewis Creek half-marathon, 5K and 10K race on May 13, 2017, and a September 9, 2017 Charlotte Covered Bridge half-marathon, 5K and 10K race as presented.

DISCUSSION:

Mr. Herzog said that he was asking for a 3-5 minute road closure on the road section on Hinesburg/Charlotte Road to Guinea Road. The race starts by Jim Dickerson's house, said Mr. Herzog. Mr. Smith asked that Mr. Herzog give Charlotte motorists a good advanced notice along the race route. Mr. Herzog explained that pink signage will be posted along the roads one week prior to the race. Start time is 7:55 a.m.-8:00 a.m.

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

LAND MAINTENANCE AND BRUSH-HOGGING RFPS

BRUSH HOGGING RFP

Mr. Bloch reviewed that Dale Knowles has provided feedback regarding brush hogging issues as follows:

- Recommended cutting Wild Parsnip two times on Lewis Creek
- Mowing around trees planted on the Burns property is done with the brush hog and not weed whacked

MOTION by Mr. Krasnow, seconded by Ms. Spear, to approve a Brush hogging RFP, dated February 27, 2017, with sealed bids due by Friday, March 31, 2017 at 3:00 p.m.

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

MOWING AND LAND MAINTENANCE RFP

Mr. Bloch reviewed that the Cemetery contract should be approved separately. Bill Fraser-Harris asked to keep the horseshoe pits in. Sue Smith reported that volunteer's will cut the sod around the 13 trees and recommended using 3" of mulch with a 3' diameter around the trees. There are 48 trees at the Town Hall, Senior Center and Library locations. No trees were mulched last year, said Mr. Bloch.

Mr. Knowles said to keep the disk golf course in the RFP and price it in. He mowed the course on request by Mr. Fraser-Harris. He did not bill for that work, said Mr. Knowles.

Ms. Smith said that it is a tight squeeze to mow between the trees and the building on the south side of the Town Hall. Mr. Krasnow suggested extending the mulched area to incorporate the trees for efficiency.

Mr. Knowles pointed out that a section on the west side of the Little League field dug outs should be mowed. It would need the Berry Farm's permission. There is Wild Parsnip growing there, said Mr. Knowles.

There was discussion regarding mowing along the Co-housing trail, the Co-housing trail parking area is done by someone else and should be deleted from the contract, and weed whacking under an existing farm fence at the Ferry Road trail.

MOTION by Mr. Krasnow, seconded by Ms. Spear, to approve a Mowing and Lawn Maintenance RFP, dated February 27, 2017, with sealed bids due by March 31, 2017 at 3:00 p.m.

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

CEMETERY RFP

Mr. Bloch said that the Cemetery regulations have been revised by the Cemetery Commission. A main issue is a ban on riding mowers at the cemeteries. Should the

cemetery mowing contract be bid out separately, or put in the Town's land maintenance bid, asked Mr. Bloch.

(NOTE: Mr. Spell departed the meeting at 8:11 p.m.)

Mr. Morrison asked what it would cost to mow the West Burying Ground using push mowers. Mr. Knowles said the cost would come to \$1,200 per week using push mowers. It would take four people: 3 with mowers and 1 with a weed whacker. Last year he had three people there with 1 mowing and 2 weed whacking, said Mr. Knowles.

Mr. Morrison noted that there is a vacancy on the Cemetery Commission and suggested further discussion after the March Town Meeting election. A site visit with the Cemetery Commission and contractors at the cemeteries would be a good idea. Mr. Morrison asked staff to invite the commission members and contractors to the March 9th Selectboard meeting.

No action was taken on a Cemetery bid.

THOMPSON'S POINT AGRICULTURAL LEASE—REQUEST FOR PROPOSALS

Mr. Bloch reviewed a 5-year lease on Thompson's Point agricultural lease. There are 50.4 acres that will be hayed only. The lease is based on the Burns property agricultural lease language for the RFP. One difference is that water ways are required to have a 25' buffer as per the state versus mowing the Burns property swale, explained Mr. Bloch.

CHANGES:

- Change the 3rd bullet item from the bottom – replace the word “will” to read “may”

MOTION by Mr. Krasnow, seconded by Ms. Spear, to approve a Town of Charlotte Thompson's Point Agricultural 5-year lease opportunity dated February 27, 2017, with sealed bids due March 31, 2017, by 3:00 p.m., and as amended.

VOTE: 3 ayes, 2 absent (Mr. Spell, Mr. Tegatz); motion carried.

THOMPSON'S POINT WASTEWATER BUDGET

Mr. Bloch reported that the Thompson's Point Wastewater Advisory Committee reviewed the budget with Mary Mead. Steven Williams had expenses that are included in line 9, and upgrades, Line 11, will be funded from the Sinking Fund. Fees are \$0.055 per gallon and flat fee of \$950, same as last year. The Sinking fund includes \$38,000 for an estimated of cost of the mound system replacement, which is 20 years old. The committee is recommending building up the Sinking fund to \$150,000. The system is owned by the Town and therefore the Selectboard votes on the budget, said Mr. Bloch.

MOTION by Mr. Krasnow, seconded by Ms. Spear, to approve the proposed Thompson's Point Wastewater Operating System budget, dated February 27, 2017.

VOTE: 3 ayes, 2 absent (Mr. Spell, Mr. Tegatz); motion carried.

Mr. Bloch noted that the Thompson's Point Wastewater ordinance is based on a July fiscal year. It might be more appropriate as a calendar year, which can be a future discussion, said Mr. Bloch.

NOTICE OF VACANCIES ON TOWN BOARDS/COMMITTEES AND APPOINTED POSITIONS

Mr. Bloch reviewed vacancies on Town committees/boards and said that two applications have been received. One candidate for the Charlotte Park and Wildlife Refuge and one for the Energy Committee. The interviews will be scheduled for a March Selectboard meeting agenda. Advertising for the vacancies will appear at the Town Hall, on Front Porch Forum and in the Charlotte News now. The deadline to apply is at the end of March, said Mr. Bloch.

Mr. Bloch noted that a Green up Day Coordinator will be advertised as a stand alone ad. The position needs to be filled shortly..

Ms. Mead said that a Trustee of Public Funds and a Town Agent are elected positions. The Town Service Officer position no longer exists and should be deleted, said Ms. Mead.

Ms. Cole suggested that the Selectboard appoint those two positions that have people interested now. There are not 'vacant' seats since there are active and interested people, said Ms. Cole.

Ms. Mead said if someone is interested they should come before the Selectboard soon. Vacancies exist until the positions are filled, said Ms. Mead.

PREPARATION FOR TOWN MEETING

The Selectboard reviewed a draft Selectboard Town Meeting presentation.

Ms. Mead pointed out that Article 5 has an incorrect tax rate calculation. It should read as "\$0.1867, which includes the \$40,000 for the trails fund, said Ms. Mead.

SUGGESTIONS/CHANGES:

- Add a bullet to read: "If Articles 6 is approved the estimated municipal tax rate would increase \$0.0043 for an estimated tax rate of \$0.1867."

LIQUOR LICENSE RENEWAL (TO BE APPROVED AS LIQUOR CONTROL BOARD) □ SPEAR'S CORNER STORE—REQUEST FOR RENEWAL OF SECOND CLASS LICENSE TO SELL MALT AND VINOUS BEVERAGES, AND RENEWAL OF TOBACCO LICENSE

Deferred.

MINUTES: February 9, February 13 (interviews), February 13 (regular meeting), February 16

MOTION by Ms. Spear, seconded by Mr. Krasnow, to approve the Charlotte Selectboard minutes of February 9, 2017, as written.

VOTE: 3 ayes, 2 absent (Mr. Spell, Mr. Tegatz); motion carried.

MOTION by Ms. Spear, seconded by Mr. Krasnow, to approve the Charlotte Selectboard minutes of February 13, 2017, as written.

VOTE: 3 ayes, 2 absent (Mr. Spell, Mr. Tegatz); motion carried.

MOTION by Ms. Spear, seconded by Mr. Krasnow, to approve the Charlotte Selectboard minutes of February 13, 2017, as written, with the following edits:

- **Page 4, line 152 – change to read “Mr. Morrison stated that there was a question regarding the Charter in a newspaper article...”; line 178 – add to the end of the sentence “...regarding the Recreation Coordinator.”**
- **Page 6, line 263 – replace the words “any responsibility” with “original claim and has been appealed.”**

VOTE: 3 ayes, 2 absent (Mr. Spell, Mr. Tegatz); motion carried.

MOTION by Ms. Spear, seconded by Mr. Krasnow, to approve the Charlotte Selectboard minutes of February 16, 2017, as written.

VOTE: 3 ayes, 2 absent (Mr. Spell, Mr. Tegatz); motion carried.

RECREATION COORDINATOR—OFFER OF EMPLOYMENT

MOTION by Mr. Krasnow, seconded by Ms. Spear, to recess the regular meeting and enter Executive Session for the purpose of discussing Personnel Matters regarding a Recreation Coordinator, where premature knowledge would place the Town of Charlotte at a disadvantage, and to invite the Town Administrator to attend.

VOTE: 3 ayes, 2 absent (Mr. Spell, Mr. Tegatz); motion carried.

The Selectboard recessed the regular meeting and entered Executive Session at 8:50 p.m.

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

VOTE: 3 ayes, 2 absent (Mr. Spell, Mr. Tegatz); motion carried.

The Selectboard adjourned Executive Session and reconvened the regular meeting at 9:20 p.m.

APPROVE WARRANTS TO PAY BILLS

The Selectboard reviewed and signed warrants to pay bills.

ADJOURNMENT

MOTION by Ms. Spear, seconded by Mr. Krasnow, to adjourn the meeting.

VOTE: 3 ayes, 2 absent (Mr. Spell, Mr. Tegatz); motion carried.

The meeting was adjourned at 9:25 p.m.

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