

**CHARLOTTE SELECTBOARD
MINUTES OF MEETING
TOWN HALL
JANUARY 7, 2019**

APPROVED

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

ADMINISTRATION: Dean Bloch, Town Administrator.

OTHERS: Robert Mack, Gerald Bouchard, Peter Joslin, Mary Mead , Christina Booher, Bobby Harvey, Richard Eastman, Charlie Proutt, Scooter MacMillan, The Citizen; and others.

AGENDA ITEMS:

- 6:30 PM Interviews of applicants for Minutes Taker
- 7:05 PM Scheduling of discussion of Act 143, exemption/regulation of accessory agricultural uses
- 7:15 PM Playground at the Town Beach
- 7:30 PM New minimum wage-rate effective January 1, 2019
- 7:35 PM FY20 Budget Review
- 8:15 PM Contract with Reliant Electric for the installation of two generators, one each at the Town Hall and Senior Center
- 8:25 PM Selectboard Report for Town Report
- 8:35 PM Contract with StageWorks for a sound system at Informational Hearing and Town Meeting, 2019
- 8:40 PM Hire Minutes-Taker for Selectboard, Planning Commission & Zoning Board meetings
- 8:45 PM Minutes: December 17
- 8:50 PM Selectboard updates Scheduling a meeting for final budget and Town Meeting warning approval

CALL TO ORDER

Mr. Morrison, Chair, called the meeting to order at 7:00 p.m.

INTERVIEWS OF APPLICANTS FOR MINUTES TAKER

Deferred to the next Selectboard meeting on 01/14/2019.

ADJUSTMENTS TO THE AGENDA

No action required for the 7:05 p.m. Playground at the Town Beach; the Recreation Commission is planning a playground.

PUBLIC COMMENT

None.

SCHEDULING OF DISCUSSION OF ACT 143, EXEMPTION/REGULATION OF ACCESSORY AGRICULTURAL USES

Bobby Harvey, Philo Ridge Farm representative, asked that the Selectboard move discussion of ACT 143 to a future February Selectboard agenda so that Philo Ridge Farm can participate in the discussions.

Peter Joslin, Planning Commission Chair, concurred with Mr. Harvey. It is a big issue that should include the Planning Commission, Zoning Board of Adjustment, and staff, said Mr. Joslin.

Mr. Krasnow said that ACT 143 is a new law and is untested. Towns will have some flexibility regarding site plan review that will need everyone's input, and suggested inviting the Vermont League of Cities and Town as a facilitator at a Special Meeting.

Mr. Bloch suggested adding an ACT 143 discussion to the 02/11/2019 regularly scheduled Selectboard meeting. The agenda includes discussion of the Cemetery's front section of new fencing bid. A discussion of the Energy section of the Town Plan has been changed to January 28, 2019, said Mr. Bloch.

Mr. Joslin said that there is no Planning Commission meeting specifically on ACT 143 yet. There are grey areas and questions. For example, according to the state the only thing a town can have input on is a site plan. As he reads the law, a town can not stop a farm operation from adding accessory businesses, said Mr. Joslin.

Mr. Krasnow questioned if the Town have a mechanism to use within the bounds of ACT 143, such as Land Use Regulations, or boards/commissions. Mr. Joslin replied that the state confines it to site plan, period.

Mr. Bloch suggested gathering comments from Robert Mack, the Planning Commission, Aaron Brown, Zoning Administrator (as a liaison to the experts), and Daryl Benoit, Town Planner at the first meeting, and then decide what are the next steps.

Mr. Morrison suggested starting the 02/11/2019 Selectboard meeting at 6:30 p.m. with discussion of ACT 143 at 7:00 p.m.-9:00 p.m.

Mr. Mack said that he thinks ACT 143 is a good thing. Each town will do individual reviews. The last page of ACT 143 will cause problems. For example, the type of structures that can be built will cause some people trouble. ACT 143 should be read twice or more to understand some of the nuances, suggested Mr. Mack.

PLAYGROUND AT THE TOWN BEACH

Mr. Morrison reviewed that the Town had authorized spending \$2,000 for Town Beach planning and no further action is required.

NEW MINIMUM WAGE-RATE EFFECTIVE JANUARY 1, 2019

Mr. Bloch said that as per the state log the minimum wage on January 1, 2019 goes to \$10.78 per hour. The Selectboard has to approve it for pay grade 1, said Mr. Bloch.

MOTION by Mr. Tenney, seconded by Mr. Krasnow, to approve a \$10.78 per hour minimum wage for Pay Grade 1, effective January 1, 2019.

VOTE: 5 ayes; motion carried.

Christina Booher said that she is concerned regarding the equity between pay grade 1 and higher pay grades in Town. Mr. Morrison said that the Selectboard will review the situation in the next 12 months. Grade 5 and above is subject to the Cost of Living increases, which is suppose to mitigate the equity issue, said Mr. Morrison.

FY20 BUDGET REVIEW

Mr. Bloch reviewed that by the next Selectboard meeting the FY2019 budget should be ready for approval. Staff could provide a draft warning for Selectboard review, said Mr. Bloch.

Mr. Morrison said that the Library Trustees are coming in to the 01/14/2019 Selectboard meeting and their proposal may have an impact on the budget.

The Selectboard reviewed a Comparative Budget Report and Excel spreadsheet, dated January 2, 2019, 1:34 p.m.

CHANGES/SUGGESTIONS:

- Town Lands, Cemetery Maintenance - change \$31,908 to \$10,000
- Transfer to Cemetery Reserve fund - add \$5,000
- Transfer to Fire and Rescue Reserve fund – leave at \$100,000
- Consider add \$2,500 into the Town Hall Maintenance line item for light bulbs
- Return any surplus funds from the installation of emergency generators to the taxpayers
- Add \$25,000 to Town Hall roof repair line item
- Consider adding \$10,00 for legal expenses for two bonds

Mr. Mack asked to see a unified budget report in spread sheet format that included the CVFRS operating budget and Special Funds as per the MOA. Mr. Morrison replied that the MOA has been complied with since 2014. Mr. Mack should approach CVFRS to have his questions answered. Mr. Tegatz is the Selectboard liaison and can assist in resolving the issues, if any, said Mr. Morrison.

Mr. Morrison reviewed that he had attended the last Library Trustee meeting. The Library Trustees are on the Selectboard 01/14/2019 meeting agenda to report on fund raising efforts to date. He is proposing bonding \$700,000 plus a first year interest payment of \$21,000 as one Article at Town Meeting, said Mr. Morrison. Ms Mead said that the Town can not bond for the principle amount and the interest payment.

Mr. Morrison explained that if the Town doesn't pass the Australian ballot for the Library bond and interest payment then there will be no impact on the Town budget. Ms. Mead stated that she did not agree with that logic. There is a Debt Account called "Bond". If

the Library hasn't raised their \$700,000 the Selectboard could delay a bond vote until the next year to give them more time for fund raising, suggested Ms. Mead.

Ms. Booher asked that if the voters approved a bond at Town Meeting and the Library can't raise money, then what. Mr. Morrison replied that the Selectboard has a right to say that the Library can't put the Town at a financial risk. The Town will not go to deficit spending. It is the Selectboard that signs a municipal bond, or not, pointed out Mr. Morrison.

Ms. Spear said that there needs to be a Town Capital Improvements Plan that projects salaries out 8 years, Library improvements, 10-year average cost of living, Town Hall roof improvement, etc.

In response to questions/concerns expressed by Mr. Tenney regarding the proposed Library expansion and costs, Mr. Tegatz recommended that the Library hire a design/build contractor to make sure that the costs and details are defined. A contractor will draw plans that could be used for the bid process, said Mr. Tegatz.

Mr. Morrison said that the Library Trustees are meeting Tuesday, 01/08/2019. Interested parties could attend with their questions/concerns, or have them ready for the Selectboard 01/14/2019 meeting, suggested Mr. Morrison.

Mr. Bloch review staff notes regarding minimum wage increases for the Town Beach attendants and library technicians effective 01/01/2019, employee COL increases to be released 01/11/2019, splitting a \$600 generator maintenance cost between the Town Hall and Senior Center, and light fixture replacements budgeted for \$2,500 over a 3-4 year period for a total cost of \$10,000.

TASKS:

- Mr. Morrison to research a \$200,000 cost for a new UVM ambulance as reported by WCAX versus a proposed CVFRS new ambulance cost of \$275,000
- 2019 March Town Meeting Article VII - CVFRS to make presentation regarding proposed bond
- Mr. Tegatz to assist Robert Mack regarding questions related to a unified CVFRS budget
- Staff to ask the Town Attorney to clarify if a Town Australian ballot Article IV regarding a Library bond could appear in two parts: Part A – bond for an amount up to \$700,000 and Part B – first year interest payment of \$21,000
- Staff to engage the Energy Committee to review costs for replacing street lighting at the Town Hall parking lot (there may be an up to 10 percent reimbursement via Efficiency Vermont)
- Review the draft FY19 budget at the Monday, 01/14/2019 Selectboard meeting

CONTRACT WITH RELIANT ELECTRIC FOR THE INSTALLATION OF TWO GENERATORS, ONE EACH AT THE TOWN HALL AND SENIOR CENTER

Mr. Tegatz expressed concern regarding insurance to cover the 2 generators and a condition that if there was non-delivery then the Town would not pay any cost.

MOTION by Mr. Tegatz, seconded by Mr. Krasnow, to approve a contract with Reliant Electric Works as amended for the installation of two 22kW generators, one each at the Town Hall and Senior Center, and two automatic transfer stations; and to authorize the Charlotte Selectboard Chair to sign the document(s) on behalf of the Town of Charlotte.

VOTE: 5 ayes; motion carried.

SELECTBOARD REPORT FOR TOWN REPORT

Ms. Spear said that she approved of the draft Selectboard Report for the 2019 Town Report as written.

CONTRACT WITH STAGWORKS FOR A SOUND SYSTEM AT INFORMATIONAL HEARING AND TOWN MEETING, 2019

Mr. Bloch reported that a contract is not ready at this time due to a potential informational meeting the Monday before the 2019 Town Meeting. StageWorks has not gotten back to him, said Mr. Bloch.

Mr. Morrison suggested scheduling a Selectboard informational meeting on Monday, 03/04/2019 at 6:00 p.m. following the CCS School Board meeting.

HIRE MINUTES-TAKER FOR SELECTBOARD, PLANNING COMMISSION & ZONING BOARD MEETINGS

Deferred to the next Selectboard meeting on 01/14/2019.

MINUTES: December 17

MOTION by Mr. Krasnow, seconded by Ms. Spear, to approve the Charlotte Selectboard minutes of 12/17/2018 as written.

VOTE: 5 ayes; motion carried.

SELECTBOARD UPDATES

Scheduling a meeting for final budget and Town Meeting warning approval

Mr. Morrison reviewed that the Selectboard will review a final draft FY2019 budget at the Monday, 01/14/2019 Selectboard meeting.

Mr. Bloch reported that the Consumer Price Index (CPI) is 2.23 percent as of November, 2018. The December CPI should be released on 01/15/2019, unless delayed by the government shutdown. Mr. Morrison suggested using a COLA increase of 2.3 percent as an option.

Mr. Bloch reported that a 04/9/2019 date has been reserved for an April Town vote as per the Town Charter.

Mr. Morrison said that if the Selectboard didn't take action now then the Town Charter will sunset. He talked with the Town Charter Committee who said that it had been a good experiment and they would not come back with a proposal, said Mr. Morrison.

Ms. Spear suggested deleting the dollar amount noted in a draft thank you letter and for the salutation to appear as "Dear Tom and Michelle". Mr. Bloch made the edits and the Selectboard members signed the letter.

Ms. Spear asked for clarification regarding Department of Forest, Parks, and Recreation federal guidelines for construction and maintenance of trails related to a grant. Mr. Bloch replied that the Department of Forests, Parks, and Recreation guidelines were different from VTrans regarding trails. For example, the department approved the 8' wide Co-housing trail, said Mr. Bloch.

APPROVE WARRANTS TO PAY BILLS

The Selectboard approved warrant to pay bills,

ADJOURNMENT

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

VOTE: 5 ayes; motion carried.

The meeting was adjourned at 9:08 p.m.

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