

**CHARLOTTE SELECTBOARD  
MINUTES OF MEETING  
TOWN HALL  
MARCH 26, 2018**

**APPROVED**

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

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

**OTHERS:** Mary Mead, David Miskell, Dale Knowles, Sue Smith, Rayne Herzog, Hugh Lewis Jr, Peter Joslin, Jenny Coke. Mary Van Vleck, Chris Davis, Kelly Brush, Robin Pierce, Andrew Milliken, Gregory Smith, Adam Dantzsch, and others.

**6:30 PM Site visit: 600 Guinea Road for Highway Access Permit**

**AGENDA ITEMS:**

- 7:15 PM RaceVermont.com—application for 5K, 10K & ½ Marathon on September 8, 2018 on Orchard Road and Lake Road
- 7:20 PM Kelly Brush Foundation—application for Kelly Brush Ride on September 8, 2018, on Mt. Philo Road, Hinesburg Road, Spear Street, Lake Road and Greenbush Road
- 7:25 PM Andrea S. Harvey Revocable Trust—request for Highway Access Permit for property at 600 Guinea Road
- 7:30 PM Open bids for mowing and brush-hogging contracts
- 7:35 PM Interviews for reappointments/appointments to committees/boards/commissions □ Mary Van Vleck—reappointment to the Conservation Commission for a 4 year term ending April 30, 2022 □ Peter Joslin—reappointment to the West Charlotte Wastewater Advisory Committee for a 2 year term ending April 30, 2020 □ Robin Pierce—reappointment to the Thompson’s Point Design Review Committee for a 3 year term ending April 30, 2021 □ Andrew Milliken—appointment to the Charlotte Park and Wildlife Refuge Oversight Committee □ Chris Davis—reappointment as Charlotte Emergency Management Director for a 1 year term ending on April 30, 2019
- 8:00 PM Application for renewal of the Indirect Discharge Permit for Thompson’s Point wastewater disposal system
- 8:05 PM Thompson’s Point Wastewater Disposal System Ordinance—draft amendments

**CALL TO ORDER**

Mr. Morrison, Chair, called the meeting to order at 7:04 p.m.

**ADJUSTMENTS TO THE AGENDA**

None.

**PUBLIC COMMENT**

None.

**SELECTBOARD UPDATES**

Mr. Tegatz reported that the Thompson's Point Wastewater Committee has been working of a draft wastewater ordinance, which should be ready for review by June, said Mr. Tegatz.

Mr. Tegatz reported that the new fire truck delivery might occur in a few months.

Mr. Krasnow said that he will contact the Shelburne Police Department for an appointment.

**RACEVERMONT.COM—APPLICATION FOR 5K, 10K & ½ MARATHON ON SEPTEMBER 8, 2018 ON ORCHARD ROAD AND LAKE ROAD**

Rayne Herzog, RaceVermont.com representative, reviewed a request to hold a 5K, 10K and ½ marathon over Charlotte roads on September 8, 2018.

Mr. Tenney expressed concern regarding safety for runners crossing the road at the turn-around point. Mr. Herzog explained that there was a long line of sight and the route will be well marked.

Gregory Smith, Recreation Commission, said that the Recreation Commission fully supports the event.

**MOTION by Mr. Krasnow, seconded by Mr. Tenney, to approve a request by RaceVermont.com for a 5K, 10K ad ½ Marathon on September 8, 2018, as outlined in the application.**

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

**KELLY BRUSH FOUNDATION—APPLICATION FOR KELLY BRUSH RIDE ON SEPTEMBER 8, 2018, ON MT. PHILO ROAD, HINESBURG ROAD, SPEAR STREET, LAKE ROAD AND GREENBUSH ROAD**

Kelly Brush reviewed a request to use Charlotte roads for the 13<sup>th</sup> Kelly Brush Ride on September 8, 2018.

**MOTION by Mr. Tenney, seconded by Mr. Krasnow, to approve a request by the Kelly Brush Foundation for a Kelly Brush Ride on September 8, 2018, on Mt. Philo Road, Hinesburg Road, Spear Street, Lake Road and Greenbush Road, as outlined in the application.**

**DISCUSSION:**

**Mr. Smith said that the Recreation Commission fully supports the fundraising ride.**

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

**ANDREA S. HARVEY REVOCABLE TRUST—REQUEST FOR HIGHWAY ACCESS PERMIT FOR PROPERTY AT 600 GUINEA ROAD**

**MOTION by Ms. Spear, seconded by Mr. Tenney, to approve a Highway Access Permit-18-04, request by the Andrea S. Harvey Revocable Trust, for a property located at 640 Guinea Road as presented.**

**DISCUSSION:**

**Mr. Lewis, Charlotte Road Commissioner, said that brush needed to be cleared at the site and the installation of a 15" X 30' culvert is required.**

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

**OPEN BIDS FOR MOWING AND BRUSH-HOGGING CONTRACTS**

Mr. Morrison opened bids for mowing and brush hogging contracts as per the Purchasing Policy.

Mr. Bloch noted that one bid was received after the Thursday, March 22, 2018 deadline. It is date stamped March 23<sup>rd</sup>, said Mr. Bloch. Mr. Krasnow said that the Purchasing Policy did allow a review of late bids if the qualified bids were not acceptable.

Mr. Morrison reviewed bids as follows:

- Mow, Mow, Mow – mowing and land maintenance total \$25,750, Village mowing and Charlotte Park and Wildlife Refuge for \$4,400
- Adam Dantzcher – cemeteries total \$5,360, mowing and land maintenance \$39,940, village mowing and Charlotte Park and Wildlife Refuge \$9,950, brush hogging \$2,595

Mr. Knowles stated that he did not receive an RFP for cemeteries. Mr. Bloch said that all RFPs had been sent out properly.

Mr. Morrison reviewed that the opened bids will be compiled for comparison for a decision in two weeks. One late bid was not opened, said Mr. Morrison.

**INTERVIEWS FOR REAPPOINTMENTS/APPOINTMENTS TO COMMITTEES/BOARDS/COMMISSIONS** □ **Mary Van Vleck—reappointment to the Conservation Commission for a 4 year term ending April 30, 2022** □ **Peter Joslin—reappointment to the West Charlotte Wastewater Advisory Committee for a 2 year term ending April 30, 2020** □ **Robin Pierce—reappointment to the Thompson's Point Design Review Committee for a 3 year term ending April 30, 2021** □ **Andrew Milliken-appointment to the Charlotte Park and Wildlife Refuge Oversight Committee** □ **Chris Davis—reappointment as Charlotte Emergency Management Director for a 1 year term ending on April 30, 2019**

The Selectboard members interviewed Mary VanVleck, candidate for the Conservation Commission.

**MOTION by Ms. Spear, seconded by Mr. Krasnow, to reappoint Mary VanVleck to the Conservation Commission for a 4-year term ending April 30, 2022.**

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

The Selectboard members interviewed Peter Joslin, candidate for the West Charlotte Village Wastewater Advisory Committee.

**MOTION by Mr. Tegatz, seconded by Mr. Krasnow, to reappoint Peter Joslin to the West Charlotte Village Wastewater Advisory Committee for a 2-year term ending April 30, 2020.**

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

The Selectboard members interviewed Robin Pierce, candidate for the Thompson's Point Design Review Committee.

**MOTION by Mr. Tenney, seconded by Mr. Krasnow, to reappoint Robin Pierce to the Thompson's Point Design Review Committee for a 3-year term ending April 30, 2021.**

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

The Selectboard members interviewed Andrew Milliken, candidate for the Charlotte Park and Wildlife Refuge Oversight Committee.

**MOTION by Mr. Krasnow, seconded by Mr. Tegatz, to appoint Andrew Milliken to the Charlotte Park and Wildlife Refuge Oversight Committee.**

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

The Selectboard members interviewed Chris Davis, candidate as the Charlotte Emergency Management Director.

**MOTION by Mr. Tegatz, seconded by Ms. Spear, to reappoint Chris Davis as the Charlotte Emergency Management Director for a 1-year term ending on April 30, 2019.**

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

**APPLICATION FOR RENEWAL OF THE INDIRECT DISCHARGE PERMIT FOR THOMPSON'S POINT WASTEWATER DISPOSAL SYSTEM**

Mr. Bloch explained that the renewal is for a 5-year period for the Indirect Discharge Permit. Comments are expected from Steve Williams, Thompson's Point manager, and Chris Gallipoli, Civil Engineering, Inc., said Mr. Bloch.

**MOTION by Mr. Tegatz, seconded by Mr. Tenney, to approve an application for renewal of the Indirect Discharge Permit for the Thompson's Point Wastewater Disposal system, and to authorize the Charlotte Selectboard Chair to sign the document on behalf of the Town of Charlotte.**

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

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

Mr. Bloch explained that amendments to the Thompson's Point Wastewater Disposal System Ordinance require warned public hearings before adoption by the Charlotte Selectboard. Main points are as follows:

- Sections 302 and 304 include Lane's Lane – schedules need to be updated
- Fees are a separate component – Lane's Lane lease holders will pay the cost of installation and connection fees as noted in Section 304

Mary Mead pointed out that the fee schedule(s) need to be a separate document from the ordinance and specific to Lane's Lane. There is no document currently, said Ms. Mead.

Ms. Spear and Mr. Tenney said that they were not that familiar with the ordinance and would like to understand it better.

There was brief discussion regarding a Lane's Lane lease holder that has asked to hook into the disposal system, and a year-round lease holder that has a stand alone septic system.

Ms. Mead said that the L'Esperance camp only becomes seasonal if they sell it outside the family. Once it is sold then it becomes seasonal and must hook into the Town septic, said Ms. Mead. Mr. Morrison asked if the L'Esperance camp can be passed down generation to generation. Ms. Mead replied that she didn't think so.

Mr. Morrison asked staff to prepare the following:

- Create a fee/cost schedule in parallel with the draft ordinance
- Track the changes from 2001 and 2007
- Revise dates on Schedule A-1 and B-1
- Replace names with lot numbers
- Up date the draft with feedback for a paragraph-by-paragraph review by the Selectboard
- Invite the Wastewater Committee to meet with the Selectboard on Monday, April 9, 2018, at 6:30 p.m.

**MINUTES: February 26 (correction), March 6, Town Meeting (correction), March 8, March 12,**

**MOTION by Mr. Tegatz, seconded by Mr. Krasnow, to reapprove the Charlotte Selectboard minutes of February 26, 2018, with the following edit:**

- **Page 1, last Motion – change to read "...Control Officer/Health Officer/E-911 Coordinator".**

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

**MOTION by Mr. Tenney, seconded by Mr. Tegatz, to approve the Charlotte Town Meeting minutes of March 6, 2018, with edits.**

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

**MOTION by Mr. Krasnow, seconded by Mr. Tegatz, to approve the Charlotte Selectboard minutes of March 8, 2018, as written.**

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

**MOTION by Mr. Tegatz, seconded by Mr. Tenney, to approve the Charlotte Selectboard minutes of March 12, 2018, as written.**

**VOTE: 3 ayes, 2 abstentions (Ms. Spear, Mr. Krasnow); motion carried.**

**APPROVE WARRANTS TO PAY BILLS**

The Selectboard members reviewed and signed warrants to pay bills.

**ADJOURNMENT**

**MOTION by Mr. Tegatz, seconded by Mr. Krasnow, to adjourn the meeting.**

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

The meeting was adjourned at 8:18 p.m.

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