

**CHARLOTTE SELECTBOARD
MINUTES OF MEETING
TOWN HALL
NOVEMBER 25, 2019**

APPROVED

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

ADMINISTRATION: Dean Bloch, Town Administrator

OTHERS: Jenny Cole, VCAM, Carl Herzog, Victoria Zulkoski, Larry Sommers, William Regan, Margaret Woodruff, John Quinney

AGENDA ITEM:

6:00 PM Adjustments to the agenda

6:01 PM State Police biannual check-in

6:15 PM Budget review

•Senior Center 6:15 PM—6:30 PM

•Charlotte Park and Wildlife Refuge Oversight Committee 6:30 PM—6:45 PM

•Cemetery Commission 6:45 PM—7:00 PM

7:00 PM Public Comment

7:05 PM Larry Sommers—interview for appointment to the Trails Committee for term ending April 30, 2021

7:10 PM William Regan—interview for appointment to the Trails Committee for term ending April 30, 2021

7:15 PM Solar Net Metering Agreements—update regarding proposals

7:25 PM Philo Ridge, LLC—proposed utility lines over Hinesburg Road

7:30 PM Health insurance—update and approval

7:35 PM Selectboard's report for Town Report

7:45 PM Replacement of 5 computer workstations

7:50 PM Selectboard updates•Charlotte Solar•Bridge repairs•Selectboard schedule: meetings, budget, articles for Town Meeting•CCRPC Legislative Breakfast on December 10th

8:00 PM Minutes: October 28, November 4

8:10 PM Approve warrants to pay bills

8:15 PM Adjourn

CALL TO ORDER

Chair Matthew Krasnow called the meeting to order at 6:05 p.m.

Adjustments to the agenda

Selectboard's report for the Town Report to be moved to the next agenda.

Dean asked to add the grant application for the Better Roads Grant and a certificate of completion for the bond for the pumper to the agenda.

Better Roads Grant Application

Two sections of Prindle Road need rock lining and treatment for erosion control. The grant program pays 80%. It is estimated to be a \$25,000 project.

MOTION by Matt Krasnow, seconded by Frank Tenney, to approve the Better Back Roads grant. VOTE: 3 ayes, 2 absent (Carrie Spear and Fritz Tegatz); motion carried.

Budget review

•Senior Center

Carl Herzog was present and said their budget has increased due to siding needing to be replaced. The estimates so far are about \$8,000. They also are proposing to replace their underground oil tank with an above ground tank. That estimate is \$4,000. Carpet cleaning is \$2,200 a year. Septic clean outs are \$1,000. Air ducts need to be cleaned out. Other line items were read. Louise asked about transportation to get people to come out who are home bound. Frank asked about supplies and Carl said the water coolers are now an added expense. It was previously donated. Carl said the building is 17 years old and will need some upgrading in the coming years. The first item is adding a heat pump in the café area and a second heat pump in the great room. Replacing the roof will be a big deal, he said. The estimate for standing seam is about \$70,000. Asphalt is half that price. The air conditioning unit will need to be replaced at one point. Frank asked if this would be a separate article. Matt said the Improvement and Repair Reserve Fund is set up for town buildings. Dean said separate articles have been used for new buildings or new equipment.

•Charlotte Park and Wildlife Refuge Oversight Committee

Jenny Cole said they are requesting a budget of \$15,000 which is a drop from last year. Some projects have finished. "Get to know your park day" cost less than anticipated. Louise asked about usage of the park. Jenny said there is a sign-in sheet. There are many regulars who frequent the park and many tourists. When things are drier, there is a lot more traffic but people do come year round, Jenny said. Not everyone signs in. Louise asked about dogs not being allowed and Jenny said it was in the early agreement and established way back because it is a wildlife refuge. Louise asked about trail cams. Jenny said there are none in place. Frank said other committees have some and might lend them to the park. Jenny said there are deer and turkey and a lot of other wildlife. It is a good spot for bird watching. Jenny said 56 volunteer hours were spent cutting honeysuckle. It was calculated to be about \$1,000 in volunteer hours.

•Cemetery Commission

Victoria Zulkoski proposed a reduced budget. She said headstone repair is top priority and the fence has been put off for now. The mowing should remain the same. Dean suggested putting some money away for future repair needs. They have a checking fund that acts as a reserve fund that can carry over.

Minutes**Selectboard meeting minutes for October 28**

MOTION by Frank Tenney, seconded by Matt Krasnow, to approve Selectboard meeting minutes for Oct. 28, 2019 as amended. VOTE: 3 ayes, 2 absent (Carrie Spear and Fritz Tegatz); motion carried.

Selectboard meeting minutes for November 4

Louise motioned and withdrew her motion after some discussion. Clarifications need to be made. These minutes are tabled until the next meeting.

Public Comment

None

Larry Sommers—interview for appointment to the Trails Committee for term ending April 30, 2021

MOTION by Frank Tenney, seconded by Matt Krasnow, to appoint Larry Sommers to the Trails Committee for term ending April 30, 2021. VOTE: 3 ayes, 2 absent (Carrie Spear and Fritz Tegatz); motion carried.

William Regan—interview for appointment to the Trails Committee for term ending April 30, 2021

MOTION by Frank Tenney, seconded by Matt Krasnow, to appoint William Regan to the Trails Committee for term ending April 30, 2021. VOTE: 3 ayes, 2 absent (Carrie Spear and Fritz Tegatz); motion carried.

Solar Net Metering Agreements—update regarding proposals

John Quinney presented two proposals for installing solar on the library roof and supplying solar to other buildings in town. He set up a comparison chart and went over it with a consultant and added notes from that meeting into the chart. There are two companies and there are not many differences with each, he said. Green Lantern Solar is logistically easier and they took the RFP more seriously and had questions that were insightful, John said. He was there looking for the “ok” to enter into discussions with Green Lantern. They have already done many installations in towns across Vermont. The fire marshal will have to be contacted to see where the panels can be placed. A cash flow analysis will be requested of Green Lantern to see the savings over 25 years. The goal is to present the Town with a proposed net metering agreement at the Dec. 9 meeting. John said he would ask for a decision at the next SB meeting because it is important to have this decided by the end of the year to take advantage of savings that will expire. Matt asked for a layout of the structure of how the agreement works and about an opt out agreement. John said he will certainly outline the key points for educational purposes and have the town lawyer look at the agreements.

MOTION by Matt Krasnow, seconded by Frank Tenney, to approve talks with Green Lantern Solar about their proposals, to include the configuration of the solar panels, an opt out provision, a cashflow analysis for the library and other buildings, in order to have a draft net metering agreement for Dec. 16. Selectboard meeting. VOTE: 3 ayes, 2 absent (Carrie Spear and Fritz Tegatz); motion carried.

Philo Ridge, LLC—proposed utility lines over Hinesburg Road

The state statute that gives Selectboards authority to require utility lines to be placed underground was reviewed. Frank said the provision in the Land Use Regulations requiring the undergrounding of utility lines applies to projects coming through Planning and Zoning, but it does not apply to situations in which permits are not needed or have already been obtained. He also said if they were not changing the usage nothing needs to be approved. It was mentioned by Frank Tenney that the upgrade might constitute a change that might need to be approved by the town and it is the choice of the board. Matt asked if it made sense to adopt a policy to provide guidance for future boards and to add some consistent philosophy on this issue when it arises. This will be put on an agenda in January or February. As for Philo Ridge, the SB will not weigh in. They have all of their permits in place. No action is needed but there is interest in picking this issue up to discuss future policy.

Health insurance—update and approval

Dean updated the board about the health insurance options and asked them to approve the new Silver Reflective CDHP Plan.

MOTION by Frank Tenney, seconded by Matt Krasnow, to approve that the town offer funding based on the standard plan for all eligible employees that is now called the new Silver Reflective CDHP health care plan. VOTE: 3 ayes, 2 absent (Carrie Spear and Fritz Tegatz); motion carried.

Dean suggested creating a human resources committee review team to make these issues easier to handle. Margaret Woodruff was present and agreed. She asked about how the new policy worked. Dean clarified new policy specifics and agreed to meet one on one with Margaret to talk about what the HRA covers. Frank said speaking with HRA administrators clarify each special circumstance.

Replacement of 5 computer workstations

Dean said the Tech Group quote is currently \$6,080 to replace all five computer workstations including all software and licenses.

MOTION by Louise McCarren, seconded by Matt Krasnow, to approve the replacement of 5 computer workstations not to exceed \$6,080. VOTE: 3 ayes, 2 absent (Carrie Spear and Fritz Tegatz); motion carried.

Selectboard updates

Louise to follow up on Charlotte Solar

Bridge repairs

Two bridges with abutment issues from the Halloween storm will receive relief from FEMA. The damage estimates are \$65,000. This will be grant funded and a reimbursement.

Selectboard schedule: meetings, budget, articles for Town Meeting

Dean said the deadline for the Town Report and Warning for Town Meeting is Jan. 29. SB meets the 27th. He would prefer to have everything wrapped up for the budget and Town Meeting for Jan. 13. Articles for the draft warning need to be settled. Matt gave some history on the subject. Dean said the wastewater ordinances are not up for Town vote, but petitions and the timing would need to be considered if the town passes an ordinance. Folks have 44 days to submit a petition which might not make it into the Town Report. Matt said they have 41 days to get into the report and it is not something to be pivoting for. The petitioned article can be warned separately. The existing septic system excess and the process for allocation was discussed. Dave Marshall will be at the Dec. 9 meeting to explain fully. How the petition vote would work was discussed. It is based on when it is submitted, Dean said.

CCRPC Legislative Breakfast on December 10

Matt and Louise are available to attend.

Approve warrants to pay bills

All signed.

ADJOURNMENT

MOTION by Louise McCarren, seconded by Frank Tenney, to adjourn. VOTE: 3 ayes, 2 absent (Carrie Spear and Fritz Tegatz); motion carried.

The Selectboard meeting was adjourned at 8:20 p.m.

Minutes respectfully submitted, Lynn Monty, Recording Secretary.