

**CHARLOTTE SELECTBOARD  
MINUTES OF MEETING  
TOWN HALL  
NOVEMBER 3, 2017**

**APPROVED**

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

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

**OTHERS:** Peter Joslin

**AGENDA ITEMS:**

- 8:30 a.m. Review job description for Zoning Administrator

**CALL TO ORDER**

Mr. Morrison, Chair, called the meeting to order at 8:30 a.m.

Mr. Bloch distributed the job description with some minor proposed edits.

Mr. Tegatz indicated it may be desirable to give wastewater permitting back to the state, and also to reduce window hours for the Planning and Zoning Office. There was extensive discussion regarding these two topics.

Selectboard members indicated that, for now, the job description would remain the same. The process for giving back delegation of wastewater permitting will be researched. This change will be incorporated into the FY19 budgeting process and timeframe, to allow for public transparency and input.

**MOTION by Mr. Tegatz, seconded by Ms. Spear, to approve the edits to the job description for Zoning Administrator/Sewage Control Officer/Health Officer/E-911 Coordinator.**

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

Mr. Bloch indicated that he has contacted Chittenden County Regional Planning Commission about providing a staff person to handle the position until a new Zoning Administrator is hired. They will charge \$50/hour. Selectboard members asked Mr. Bloch to check with Mr. Rheaume to see if he is available after November 16<sup>th</sup> to do basic tasks as needed. If he is not available, the regional planning commission may be contracted with.

**OTHER BUSINESS**

Mr. Morrison stated that the attorneys who are handling the TDI case have asked towns whether they would be in agreement with requesting a stay in the litigation until March, to see if the legislative process results in a favorable outcome. Selectboard members were in agreement with requesting the stay.

**ADJOURNMENT**

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

**VOTE: 4 ayes 1 absent (Mr. Krasnow); motion carried.**

The meeting was adjourned at 9:45 a.m.

Minutes respectfully submitted, Dean Bloch.

DRAFT