

CHARLOTTE SELECTBOARD

Agenda for Monday, July 28, 2025

Charlotte Town Hall, 159 Ferry Road

To join meeting online (via Zoom) please click the link [here](#).

To join meeting by phone please call **1-929-205-6099** and dial the **Meeting ID** and **Passcode** below:

- **Meeting ID:** 880 2491 0208
- **Passcode:** 123456

Please contact Nate Bareham, Town Administrator at (802)-425-3071 ext. 5 or at townadmin@townofcharlotte.com, with any comments, questions or requests for accommodations for this meeting. Reasonable accommodations shall be provided upon request to ensure this meeting is open and accessible to everyone.

MEETING AGENDA:

<i>TIME</i>	<i>ITEM</i>
7:00 PM	Approval of Consent Agenda <ol style="list-style-type: none">Meeting Minutes for July 14, 2025Approval of the Town's Financial Control ChecklistApproval of a Resolution to reduce the number of Conservation Commission members from nine to seven
7:05 PM	Adjustments to the Agenda
7:10 PM	Public Comment for items not on the Agenda
7:15 PM	Selectboard & Town Administrator's Updates
7:20 PM	FY25 Budget Review with the Town Clerk & CVFRS
7:50 PM	Discussion, and possible action, on approving the Tax Rate for FY26
7:55 PM	Discussion, and possible action, on approving an Open Space Agreement for Leary-LaBerge-Demick
8:00 PM	Discussion, and possible action, on authorizing the Town's Attorney to file an action to renew a judgement order for zoning penalties with the Environmental Division of Vermont Superior Court
8:05 PM	Discussion, and possible action, on the Charlotte Energy & Climate Action Committee's energy modernization project
8:50 PM	Discussion of Charlotte/AFSCME Collective Bargaining - Proposed Executive Session per 1 V.S.A. § 313(a)(1)(B)
8:55 PM	Signing of Warrants
9:00 PM	Adjournment

Selectboard Members: Lee Krohn, Chair; Frank Tenney, Vice Chair; Lewis Mudge; Natalie Kanner; JD Herlihy
Town Administrator: Nathaniel Bareham
Minute Taker: Lynn Monty
Next Meetings: August 11, 2025; August 25, 2025

Town Administrator's Report July 28th, 2025

Approval of Consent Agenda:

- a. Meeting Minutes for July 14th, 2025
 1. Minutes of the last regular Selectboard meeting.
- b. Approval of the Town's Financial Control Checklist:
 1. According to 24 V.S.A. § 1571(d) the Town Treasurer shall complete and provide to the Selectboard a copy of the document made available by the Auditory of Accounts, which must be signed by the Selectboard Chair.
- c. Approval of a Resolution to reduce the number of Conservation Commission members from none to seven:
 1. The Charlotte Conservation Commission unanimously approved a request to the Selectboard to reduce their membership from nine to seven.
 2. This reduction in members requires a resolution of the Selectboard, which is included in your meeting packet to review.
- d. **A suggested motion is:** "I move to approve the consent agenda for July 28th as presented."

Discussion, and possible action, on approving the Tax Rate for FY26

- a. A narrative provided by the Town's Treasurer is included in your meeting packet.
- b. **A suggested motion is:** "I move to approve the FY26 Tax Rate of \$0.1888 and the Local Agreement Tax Rate of \$0.0004 to make a total Municipal Tax Rate of \$0.1892."

Discussion, and possible action, on approving an Open Space Agreement for Leary-LaBerge-Demick

- a. Background Information:
 1. On June 30, 2025, the Development Review Board approved the Final Plan application for DRB 24-160-PRD for a 2-Lot Minor Subdivision and Planned Residential Development for Dianne Leary, James LaBerge, Hazel LaBerge, and Peter Demick.
 2. Per the Decision and Order, the Development Review Board conditioned the approval of the Final Plan application on the approval of an Open Space Agreement with the Charlotte Selectboard for the 4.3-acre portion of the Leary-Laberge lot. A copy of the
- b. Discussion:
 1. SP&F Attorney's, in conjunction with the Zoning Administrator and Town Administrator, drafted an Open Space Agreement for the Leary-Laberge lot, a copy of which is included in your meeting packet.
 2. A copy of the Open Space Agreement was provided to Dianne Leary, James LaBerge, and Hazel LaBerge on July 22, 2025 for their review. The Town received no comments or requested edits to the document.

c. Recommended Action:

1. Barring any concerns from members of the Selectboard regarding the contents of this agreement, it is recommended that the Selectboard approve the Open Space Agreement as presented and allow the Town Administrator and SP&F Attorney's to make non-material changes that deemed necessary by the parties to execute the agreement.
2. **A suggested motion is:** "I move to approve the Open Space Agreement between the Town of Charlotte, Dianne Leary, James LaBerge, Hazel LaBerge for the property located at 4670 Greenbush Road as (presented/amended), and further authorize SP&F Attorneys and the Town Administrator to make any non-material changes deemed necessary to complete the Agreement."

Discussion, and possible action, on authorizing the Town's Attorney to file an action to renew a judgement order for zoning penalties with the Environmental Division of Vermont Superior Court

a. Background Information – The following information was provided by the Town's Attorney:

1. We request that the Selectboard authorize us to file an action to renew a 2017 Environmental Division Judgment Order against Reset Properties, LLC for zoning penalties.
2. In 2017, the Environmental Division issued a judgment against Rest Properties, LLC for a zoning violation concerning the flood lights affixed to a building on its property located at 821 Ferry Road in Charlotte. The Court's October 24, 2017 Judgment Order (attached) required Reset Properties to remedy the flood lights and pay the Town \$4,525.00 in civil penalties. The Town recorded that Judgment Order in the Town Land Records as a judgment lien against the 821 Ferry Road property.
3. Reset Properties neither remedied the flood lights issue nor paid the Town the civil penalties. In 2019, the Town filed a motion for contempt with the Environmental Court. The Environmental Division granted the Town's motion and issued a Contempt Order (attached) on September 18, 2019, ordering Reset Properties to pay the Town \$5,911.94 in attorney's fees as a sanction and ordered an additional \$1,000 sanction if Reset Properties did not remedy the flood light issue in accordance with the 2017 Judgment Order within 30 days. Reset Properties never remedied the flood light issue and the \$1,000 sanction is also due and accruing interest to the Town. The Town recorded that Contempt Order in the Town Land Records as a judgment lien against the 821 Ferry Road property. To date, Reset Properties has not remedied the flood light issue, nor paid anything to the Town.

b. Discussion:

1. While the 2019 Contempt Order referenced the 2017 Judgment Order and ordered Reset Properties to pay that judgment in addition to the sanctions provided in the 2019 Contempt Order, the 2019 Contempt Order does not "reset" the eight-year statute of limitations to enforce a judgment provided by 12 V.S.A. § 506. If the Town wants to maintain its judgment lien on the property (with accrued interest the Town's lien is

currently around \$20K), it will need to file and serve a court action to renew the 2017 Judgment against Reset Properties prior to October 24, 2025.

2. An action to renew a judgment usually moves quickly compared to other civil actions. Once the Town has secured the renewed judgment and recorded it in the Town Land Records, the judgment will be effective for another eight years and continue to accrue interest.
- c. Recommended Action:
 1. It is recommended the Town authorize SP&F Attorneys to commence an action to renew the 2017 Judgment to preserve and protect the Town's interest.
 2. **A suggested motion is:** "I move to authorize SP&F Attorneys Stitzel Page & Fletcher to file a court action to renew the existing Environmental Division judgment order against Reset Properties, LLC, pertaining to penalties for zoning violations on the property located at 821 Ferry Road."

Discussion, and possible action, on the Charlotte Energy & Climate Action Committee's energy modernization project

- a. At this time, the Charlotte Energy and Climate Action Committee ("CECAC") has received several responses to the Request for Bids that were authorized by the Selectboard on June 23rd, 2025. The CECAC has now requested additional time to present their analysis of the bids and potential cost savings.
- b. A copy of the CECAC's presentation is included in your meeting packet.

Discussion of Charlotte/AFSCME Collective Bargaining - Proposed Executive Session per 1 V.S.A. § 313(a)(1)(B)

- a. This requires a two-part motion of the Selectboard.
- b. First, the Selectboard must find that pre-mature general public knowledge would clearly place the Selectboard at a substantial disadvantage.
 1. **A suggested motion is:** "I move to find that premature general public knowledge of these collective bargaining negotiations would clearly place the public body at a substantial disadvantage."
- c. Second, the Selectboard may then make a motion to enter into executive session.
 1. **A suggested motion is:** "I move to enter into executive session for the discussion of collective bargaining negotiations per 1 V.S.A. § 313(a)(1)(B). I further invite _____ into this session."

1 **CHARLOTTE SELECTBOARD MEETING**
2 **Monday, July 14, 2025**
3 **Charlotte Town Hall 159 Ferry Road and via teleconference**
4 **DRAFT**

5 *Draft minutes are subject to correction by the Charlotte Selectboard.*
6

7 **SELECTBOARD MEMBERS:** *In person:* Lee Krohn, Chair; Frank Tenney, Vice Chair;
8 Lewis Mudge; Natalie Kanner, (remote); J.D. Herlihy (absent)
9

10 **ADMINISTRATION:** Nathaniel Bareham Town Administrator
11

12 **OTHERS:**

13
14 **In person:** Scooter MacMillan,
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16 **Remote:** Carrie Spear, Hugh Lewis, Jr., Paul Plante. Thyleen Tenney, Mike
17 Yantachka, Mary Mead, Wolfger Schneider,
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20 **AGENDA ITEMS:**
21

- 22 7:00 PM Approval of Consent Agenda
23 a. Meeting Minutes for June 23rd, 2025
24 7:05 PM Adjustments to the Agenda
25 7:10 PM Public Comment for items not on the Agenda
26 7:15 PM Selectboard & Town Administrator's Updates
27 7:20 PM Discussion, and possible action, on approving the installation of a fence at 643
28 Church Hill Road
29 7:30 PM Discussion, and possible action, on approving a Charlotte Energy & Climate
30 Action Committee donation to Sustainable Charlotte
31 7:40 PM Discussion, and possible action, on amending the Charlotte Highway Access
32 Permit Policy
33 8:10 PM Discussion, and possible action, on amending the Charlotte Purchasing Policy
34 8:40 PM Charlotte Board of Sewage Disposal Commissioners:
35 a. Discussion, and possible action, on approving Annual Sewer Use Rates
36 8:45 PM Appointment of an Interim Zoning Administrator – Proposed Executive Session
37 likely per 1 V.S.A. § 313(a)(3)
38 8:50 PM Signing of Warrants
39 9:00 PM Adjournment
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42 **Call to Order**

43 Lee Krohn called the meeting to order at 7:02 p.m.
44

45 **Approval of Consent Agenda a. Meeting Minutes for June 23rd, 2025**

46
47 **MOTION by Frank Tenny, seconded by Lewis Mudge, to approve the consent agenda for**
48 **July 14th as presented. VOTE: 4 ayes, 0 nays, 1 absent (Herlihy); Motion Carried.**
49

50 **Adjustments to the Agenda**

51 None

52

53 **Public Comment for items not on the Agenda**

54 None

55

56 **Selectboard & Town Administrator's Updates**

57 Nathaniel Bareham stated that the town's new Recreation Director, Gary Rogers, officially began
58 working in this role today.

59 Nathaniel Bareham stated that a request was put in for repaving the entrance to town hall. The
60 cost of this will be looked into and will be added to a future agenda.

61 Frank Tenney stated that Mr. Dunbar owns the road and not the town.

62 Nathaniel Bareham stated that he will look into this further.

63

64 Frank Tenney stated that there has been a lot of discussion amongst the DRB and PC regarding
65 transfer of development rights and maps. There is also ongoing discussions about the town's
66 Land Use Regulations and things are moving forward. The hopes are that the PC will be ready
67 to move forward relatively soon.

68

69 Lewis Mudge stated that there was a union meeting last week and he had wanted an executive
70 session this evening to fill all in but Nathaniel Bareham will fill members in individually.

71

72 Natalie Kanner stated that the Recreation Commission has put out a survey to the community
73 related to the beach usage and town residents hopes for the new bath house project.

74

75 Lee Krohn stated that in addition to the new Recreation Director, the town has hired a new Town
76 Planner that will be starting next month. Also CVFRS has hired a new Business and Operations
77 Manager and she will have a month or two of overlap with Patrice MacHavern which will make
78 for a smooth transition.

79 Lee Krohn stated that both the Beach Party and the Music on Green were well attended and
80 successful.

81

82 **Discussion, and possible action, on approving the installation of a fence at 643 Church Hill**
83 **Road**

84 Nathaniel Bareham stated that the two owners reached out looking to install a split level fence.
85 He and Hugh Lewis Jr. had gone out and reviewed the site for the factors required by the town's
86 Land Use Regulations. It doesn't seem that it will have any impact on driver visibility or any
87 impact on other town services. This will be less than six feet in height and therefore doesn't
88 require a permit. The recommendation is that the Selectboard approve this as presented and
89 Hugh Lewis Jr. agrees with this recommendation.

90 Frank Tenney stated that the Selectboard wasn't involved in the site visit but he knows the house
91 and area well and is fine with it.

92 Nathaniel Bareham stated that he and Hugh Lewis Jr. will do the final inspection once it's
93 completed.

94

95 **MOTION by Lewis Mudge, seconded by Frank Tenney, to approve the installation of a**
96 **split-rail fence at 643 Church Hill Road, conditioned on final inspection by the Road**
97 **Commissioner and the Town Administrator. VOTE: 4 ayes, 0 nays, 1 absent (Herlihy);**
98 **Motion Carried.**

99

100 **Discussion, and possible action, on approving a Charlotte Energy & Climate Action**
101 **Committee donation to Sustainable Charlotte**

102 Lee Krohn stated that this is related to the Window Dressing Program where volunteers create
103 storm windows for folks who might not otherwise have the means. The CECAC had done a lot
104 of this type of work in the past but has found that this other entity could do it faster, cheaper and
105 better which is why they're suggesting this donation to this other private entity which is in their
106 budget from last fiscal year.

107 Natalie Kanner stated that it was presented to the Selectboard as a donation but it seems that it is
108 helping to finance a collaboration to support the installation of these products to Charlotte
109 residents. The CECAC was able to secure an invoice from Sustainable Charlotte. A donation
110 wouldn't have an invoice so this could be more of an expense. Committees and commissioners
111 can't make donations on behalf of the committee but they do have permission to pay expenses.
112 Donations have to come from the Selectboard but the question is, is this actually a donation or an
113 expense? If it is a donation does the Selectboard want to override the fact that the Slectboard
114 didn't approve donations for Sustainable Charlotte in the budget cycle and allow this donation to
115 go through?

116 Frank Tenney stated that this seems more like a donation than an expense. The topic of
117 donations has been talked about at length in the past regarding those that donate to specific
118 departments and for specific projects and the desire to be earmarked for such.

119 Mike Yantachka stated that he is a member of the CECAC and of Sustainable Charlotte.

120 CECAC runs a Weatherization program every fall where materials are purchased and are given
121 out to people from Charlotte to help weatherize their homes. One of the items that is given out
122 is plastic sheeting to cover windows to help retain the heat in the house. This plastic sheeting is
123 a one-time use and a better way to insulate windows has been found. Sustainable Charlotte has
124 been partnering with an entity called Window Dressers. Window Dressers is an entity that has
125 the same goal of helping people to insulate their windows. He went on to state that they do this
126 by creating custom inserts for each window that is to be sealed. These custom inserts are
127 removable and can be stored to use the following year. It provides an air barrier and it's much
128 better than a single layer of plastic over the window. CECAC considers this as a contribution
129 specifically for Window Dressers to provide these inserts to residents of Charlotte. The inserts
130 are costly, costing somewhere between \$40 to \$50 dollars to build and most people that have
131 them inserted are expected to contribute toward it. There is an arrangement that can be made in
132 order to get it donated to them if they can't afford it. He went on to state that CECAC didn't
133 intend for this to be considered a donation but rather an expense and the committee asked if an
134 invoice would work to reframe it. The Window Dresser Program is something that occurs in
135 late October and early November when the window inserts are created in a community build.
136 The delivery of the inserts is done when the build is finished.

137 Mary Mead stated that she brought this to the attention of the Selectboard because there is a

138 process for nonprofits requesting a donation and it seemed that the Energy Committee was
139 basically, making a donation to Sustainable Charlotte. The town of Charlotte has a process and a
140 policy for nonprofits requesting a donation and it's at budget time.

141 Discussion was had regarding this being an expense or a donation.

142 Mike Yantachka stated that it should be clarified that Sustainable Charlotte didn't request a
143 donation from CECAC. CECAC decided as a committee that the money that they had for
144 weatherization for Charlotte residents would be better spent by partnering with Sustainable
145 Charlotte, which is a 501c3 and is tax exempt. The idea is that this money would be targeted
146 towards Charlotte residents that couldn't otherwise afford the Window Dressers window inserts.

147 Natalie Kanner stated that she is the one that suggested this be submitted as an expense when
148 discussing this topic with a member of the CECAC. The town's committee shouldn't be making
149 donations because the monies that they are given are for operating expenses and if those monies
150 aren't necessary to operate that committee then the money should go back to the taxpayers. With
151 that being said this is an effort that really does directly go toward the mission of the CECAC.

152 Frank Tenney's idea may be a good one of establishing some sort of a grant. We do allow our
153 committees to set up grants and scholarships for community members.

154 Further discussion was had regarding the opinions of proper process and the opinions of this
155 being a CECAC weatherization expense and not a donation.

156 Wolfger Schneider stated that one of the purposes of the Energy Committee is to reduce fossil
157 fuel consumption, to be more efficient not only for town properties but for residents within the
158 town. This is one of those efforts to do that. Sustainable Charlotte has acted in the past, for
159 other parties that have gotten grants. They have managed those grants to then pay contractors as
160 was necessary. It should be remembered that this is an attempt to help the town to be a little bit
161 more energy efficient and for the people that really need it.

162 Lee Krohn stated that another complication is that this request is for money of last Fiscal year to
163 be spent in the next Fiscal year. The concept is wonderful but the timing may be off.

164 Frank Tenney stated that the grant idea is a possibility but not for this current request. The
165 committee didn't allocate funds for a grant in their budget.

166 Nathaniel Barham stated that the grant idea is something that is worth looking into and if a grant
167 fund is going to be created established policies and procedures would be needed regarding how
168 to review grant applications and determine what criteria applicants need to meet to be eligible.

169 When funds are given to a nonprofit or any entity the town would want to make sure that there
170 are very clear established guidelines so that the funds that are being provided are done in a way
171 that is fair and there's a process that's been put in place to make sure that those funds are being
172 allocated properly. As far as contracting for this there is a separate process that the town has for
173 such. There needs to be W9s in place, certificates of insurance or non-employee work
174 agreements. Generally speaking, contracts have historically gone to the Selectboard for review
175 and approval.

176 Lee Krohn stated that the Selectboard consensus is that there is no action taken.

177

178 **Discussion, and possible action, on amending the Charlotte Highway Access Permit Policy**

179 Nathaniel Bareham stated that there was some discussions at previous Selectboard meetings
180 regarding possible amendments to the Town's Highway Access Permit Policy. He has worked
181 with the current ZA, Aaron Brown, to come up with a draft copy of the Highway Access Permit
182 Policy. They did a review of what neighboring town's are implementing. There is a general
183 sense that the Selectboard is looking to try and streamline some of these processes. This is a

184 possible amendment that would allow for administrative approval for permits for requested
185 highway accesses that effect two or fewer lots. This is a way to take some of the workload off
186 the Selectboard member's plates and would provide the Road Commissioner and the Town
187 Administrator with some administrative authority to review routine highway access permit
188 applications and administratively approve them without necessarily taking up Selectboard time.
189 This does include an update to the application which not only encompasses highway access
190 permits but also work within the town's right of way.

191 Discussion was had regarding the definition of what a routine highway access permit
192 application actually is and concerns of neighbors not being notified if it's not on an agenda.
193 Nathaniel Bareham stated that this amendment wouldn't effect the B71 standards that are
194 followed during this process. The Road Commissioner and the Town Administrator can still put
195 any application forward to the Selectboard if they feel like it's necessary. If there is a concern
196 about a highway access permit that can still be brought forward to the Selectboard.

197 Frank Tenney stated that he would like to see it in writing, the specific circumstances of when a
198 HAP application would have to go before the Selectboard.

199 Lee Krohn stated that it has been stated by Lewis Mudge that 90% of the time HAP applications
200 sail through. Putting these items on the agenda gives the impression that it is of great importance
201 and needs to be discussed. It is a delicate balance always of efficiency, effectiveness and human
202 energy.

203 Discussion was had and the Selectboard majority felt further work on this is necessary.

204 Frank Tenney stated that work and HAP shouldn't be on a single form.

205 Nathaniel Bareham stated that he is happy to sit down with Frank Tenney to address any specific
206 questions of concerns about the draft that has been presented. Redline edits are welcomed as
207 well.

208

209 **Discussion, and possible action, on amending the Charlotte Purchasing Policy**

210 Nathaniel Bareham stated that the town saw an increase in emergency expenses that came
211 through over the past year between the pump station and the town hall's wastewater system
212 going down for a time where there was actually no working toilets, emergency expenses on the
213 Holmes Creek covered bridge and a variety of other expenses that happened as a result of the
214 flooding. A semi comprehensive review of other neighboring town's policies was done. He
215 went on to state that under the emergency purchase line there is new language that would allow
216 other officials in town to make emergency purchases upon confirmation with either the Chair or
217 Vice Chair of the Selectboard. This would allow for some flexibility and would make it so that
218 an emergency meeting wouldn't have to occur in order to cover expenses that would be
219 more routine to maintain public services. This change would also include the requirement that a
220 notice be provided to the Selectboard within twenty four hours of any emergency purchases
221 made.

222 Lee Krohn stated that having been involved in quite an array of emergency management
223 responses he had suggested that some language could be added to the town's policy to allow for
224 purchasing of needed supplies to be executed without the need to wait on approval via an
225 emergency meeting. One suggestion might be to add a phrase of notice to the Chair or Vice
226 Chair or as soon as possible.

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228 **MOTION by Lewis Mudge, seconded by Frank Tenney, to amend the Town of Charlotte's**
229 **Purchasing Policy as presented. VOTE: 4 ayes, 0 nays, 1 absent (Herlihy); Motion Carried.**

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Charlotte Board of Sewage Disposal Commissioners:

MOTION by Lewis Mudge, seconded by Lee Krohn, to recess as the Charlotte Selectboard and reconvene as the Charlotte Board of Sewage Disposal Commissioners. VOTE: 4 ayes, 0 nays, 1 absent (Herlihy); Motion Carried.

a. Discussion, and possible action, on approving Annual Sewer Use Rates

Lee Krohn stated that with not yet adopting rates the town is losing revenue that it would otherwise be gaining. It can always be updated or amended if new information is received in the future but it's worth considering.

Nathaniel Bareham stated that the West Village wastewater system isn't metered; it is based on approved allocation. It is required under the Sewer Allocation Ordinance that a sewer rate be set. The recommendation is to approve this fee structure as a preliminary step and following this the annual sewer use rates could be amended as seen fit.

Scooter MacMillan asked how many users have been using the system for free and for how long. Nathaniel Bareham stated that it is one commercial user that has been using the sewer system without charge for two years.

Lewis Mudge stated that the Selectboard has been very deliberate about not letting private residences hook up to the sewer system but rather commercial entities in order to promote commercial businesses in the village.

Frank Tenney concurred.

Nathaniel Bareham stated that under the ordinance the Charlotte Board of Sewage Disposal Commissioners is required to set fees annually.

Frank Tenney concurred.

MOTION by Frank Tenney, seconded by Lewis Mudge, to adopt the wastewater fee schedule for the Charlotte West Village Wastewater system as presented in the Selectboard's meeting packet for July 14th, 2025. VOTE: 4 ayes, 0 nays, 1 absent (Herlihy); Motion Carried.

MOTION by Lewis Mudge, seconded by Lee Krohn, to adjourn as the Charlotte Board of Sewage Disposal Commissioners and reconvene as the Charlotte Selectboard. VOTE: 4 ayes, 0 nays, 1 absent (Herlihy); Motion Carried.

Appointment of an Interim Zoning Administrator – Proposed Executive Session likely per 1 V.S.A. § 313(a)(3)

MOTION by Lewis Mudge, seconded by Frank Tenney, to enter into executive session to discuss the possible appointment of an interim Zoning Administrator, per 1 V.S.A. § 313(a)(3). I further invite Town Administrator, Nathaniel Bareham into this session. VOTE: 4 ayes, 0 nays, 1 absent (Herlihy); Motion Carried.

MOTION by Frank Tenney, seconded by Lewis Mudge, to exit out of executive session. VOTE: 4 ayes, 0 nays, 1 absent (Herlihy); Motion Carried.

276 **MOTION by Lee Krohn, seconded by Lewis Mudge, to appoint Rebecca Kaplin as the**
277 **town's interim Zoning Administrator effective upon Aaron Brown's departure in**
278 **accordance with 24 V.S.A. § 4448(a) effective July 16, 2025. VOTE: 4 ayes, 0 nays, 1 absent**
279 **(Herlihy); Motion Carried.**

280

281 **Signing of Warrants**

282 Warrants were signed.

283

284 **Adjournment**

285

286 **MOTION by Lewis Mude, seconded by Frank Tenney, to adjourn. VOTE: 4 ayes, 0 nays,**
287 **1 absent (Herlihy); Motion Carried.**

288

289 The meeting was adjourned at 8:25 p.m.

290

291 Minutes respectfully submitted by Brooke Milo, Minute Taker.

292 Edits by Nathaniel Bareham.

DRAFT

Internal Financial Controls Checklist for Municipalities – Cities and Towns
 Document referenced in 24 V.S.A. § 1571(d)

	Yes	No	Don't know	By whom
Are all town account records currently maintained by one individual?		X		Clerk/ Treas & Asst Clerk/Treas
Do you reconcile bank and ledger balances monthly?	X			Clerk/Treas & Asst Clerk/Treas & Town Auditor
Are checks always written to specified payees and not to cash?	X			
Does the same individual open the mail and deposit checks?		X		
Are pre-numbered checks used for all bank accounts?	X			
Are unopened bank statements delivered directly to the treasurer as received?	X			
Do you always provide a numbered receipt for any cash payment made to the town?	X			
Have select board members attended financial trainings?			X	
Are bank statements reconciled on a regular basis?	X			
Does someone other than the treasurer review bank reconciliations?	X			Town Auditor
Have you deposited town monies anywhere other than a town account?		X		
Have you deposited any non-town monies into a town account?		X		
Is interest in town accounts apportioned to each account?		X		
Have there been any changes in authorized signatures during the fiscal year?		X		
Has a signature stamp ever been used for any town account	X			Signature stamp locked in vault
Has there ever been a theft, or unauthorized use of town funds or equipment?		X		
Are financial records maintained in a computerized system?	X			
Does the town have written policies and procedures for financial operations?	X			
Does each town official have copies of these policies and procedures?	X			
Have you attended trainings on recordkeeping?	X			
Are checks written by the same individual who approves payments?		X		
Are you a participant in any business which does business with the town?		X		
Do you maintain separate pages, columns or running balances for each fund?	X			
Do elected town auditors attend financial trainings?			X	
Are bank accounts and fund balances reconciled on a monthly basis?	X			
Does the town loan money to town employees?		X		

As a signer below I certify to the best of my knowledge that the answers provided in this self-assessment questionnaire are an accurate representation of the operation of the Town/City of: Charlotte, Vermont.

Preparer: (signature) Marya A Mead (printed name): Marya A. Mead Title: Clerk/Treasurer

Received by Select Board (signature): _____ on (date): 7/28/2025



Town of Charlotte

ESTABLISHED 1762

SELECTOARD RESOLUTION TO DECREASE THE SIZE OF THE CONSERVATION COMMISSION

WHEREAS, the current size of the Conservation Commission (the “Commission”) is deemed inadequate to effectively hold meetings, and meet quorum requirements, as provided under 1 V.S.A. § 310(5)(a); and

WHEREAS, pursuant to 24 V.S.A. § 4502(a), a Conservation Commission shall not have less than three (3) nor more than nine (9) members.

WHEREAS, the Town of Charlotte Selectboard has determined that a decrease in the Commission’s size is necessary to minimize disruptions to the Conservations Commission’s work, and their ability to hold meetings;

NOW, THEREFORE, BE IT RESOLVED, that the size of the Conservation Commission be decreased from nine (9) members to seven (7) members;

FURTHER BE IT RESOLVED, that this resolution shall take effect immediately.

Date: July 28th, 2025

Lee Krohn, Charlotte Selectboard, Chair

7-23-2025

FY25 Budget Report

The budget report starts with revenues and on page 3 it shows "Total Revenues" were budgeted at \$4,241,234 & we collected \$4,283,069.24; \$41,835.24 more than anticipated. The big winners for revenue are Delinquent tax penalties & interest; Land Use Change Tax (which is tax we collect when someone withdraws land from the State's current use program); P&Z; Senior Center & Interest income.

On the expense side, on page 9, it shows "Total Expenditures" budgeted at \$4,241,234 with actual expenses of \$4,294,777.27; \$53,543.27 spent more than anticipated. The total expenses will increase as I am still booking FY25 invoices; most notably, Stitzel, Page & Fletcher invoices for April, May & June 2025. At this point in time, it is showing a net overage of \$11,708.03(difference between total revenues & total expenses).

The highest expenses, compared to budgeted expenses were Selectboard legals & Road Commissioner(July 2024 storm repairs). These overages were offset by the fact that we had reduced personnel costs with losing our Town Planner, switching to NEMRC for Assessor services (vs Town employee); reduced hours for our Rec Director & loss of the Senior Center Volunteer Coordinator early in the year. Another unanticipated bonus was a return of \$38,936 from F&R(FY24 surplus back to Town). Question marks on the expense side are in "Town Lands"- nothing was spent for Landfill Monitor(budgeted \$8,296), not sure why. Lincoln Applied Geology typically does the monitoring for us but I have not received any invoices and have not seen a contract for them either. Very little was spent on "Village WW System Maintenance", not sure why. It was budgeted for \$8,000 in anticipation of contracting with someone to service and maintain our Town septic system, which has not happened.

I have attached an expense accounting for the Spear Street repair project. These expenses and the grant money coming back to the Town were accounted for in the Highway Capital Fund. A total of \$1,049,492.96 was spent. Of that, \$54,269.83 was not reimbursed as the expenses fell outside the April 6th deadline for job completion. This included some engineering costs and paving. The remaining \$33,013.50 due from the State should be received before the end of this month.

Tax Rate Calculation FY26

I have attached Form 411 from our new Grandlist showing the total Municipal Grandlist at \$13,945,626, less than a 1% increase over our 2024 Grandlist. The Tax rate worksheet is fairly self-explanatory. Our Town budget, along with the two separate articles for Trails & Recreation

all passed with no adjustments. The total dollars to raise, \$2,633,353 is divided by the total Grandlist, \$13,945,626, resulting in a tax rate of \$0.1888. The Local Agreement tax rate is calculated for those parcels which the Town has voted to be tax exempt because the State still requires payment of the education taxes. The value of the Grange is multiplied by the non-residential education tax rate(\$1.3222) resulting in \$4,184.76, taxes to be raised. The Town voted to give a Veteran's exemption of \$40,000, but the State only allows for a \$10,000 exemption, so we need to raise \$30,000 extra for each parcel that has Veteran's exemption. There are 4 Veteran's exemptions, so \$120,000 in value. That is multiplied by the Homestead education tax rate(\$1.2572) resulting in \$1,508.64, taxes to be raised. The total extra taxes needed to be raised for the voted exemptions is \$5,693.40, divided by the Grandlist, \$13,945,626 results in a Local Agreement Tax Rate of \$0.0004. The total municipal tax rate will be \$0.1892. Last year our municipal tax rate was \$0.1835.

The education tax rates for both Homestead and Non-Homestead are slightly lower than this past year, resulting in total tax rates also lower than last year.

The Balance Sheet report on page 2 shows there is no discussion for lowering the tax rate any further. Last year's fund balance of \$162,036.27 was further decreased to \$150,328.24 by the net overage spent in FY25 of \$11,708.03. There is no extra and the fund balance will be further reduced by the last few legal bills yet to be paid.

Account	Budget	Actual	Budget Balance	Actual % of Budget
100-200 Taxes				
100-2000-20.00 Tax Revenues	2,529,467.00	-2,521,188.17	8,278.83	99.67%
100-2000-20.01 Retained Educ Tax	31,000.00	-37,801.10	-6,801.10	121.94%
Total Taxes	2,560,467.00	-2,558,989.27	1,477.73	99.94%
100-202 Tax Sale Excess				
Total Tax Sale Excess	0.00	0.00	0.00	0.00%
100-203 Delinquent Taxes				
100-2030-20.00 Interest-Delinquent Taxes	8,000.00	-11,590.59	-3,590.59	144.88%
100-2030-21.00 Penalty-Delinquent Taxes	14,000.00	-28,040.77	-14,040.77	200.29%
Total Delinquent Taxes	22,000.00	-39,631.36	-17,631.36	180.14%
100-204 Thompson's Point				
100-2040-00.00 Thompson't Point Rents	976,000.00	-919,967.87	56,032.13	94.26%
100-2040-20.00 TPoint delinq rent %	0.00	270.96	270.96	100.00%
Total Thompson's Point	976,000.00	-919,696.91	56,303.09	94.23%
100-210 STATE PAYMENTS				
100-2100-00.00 CURRENT USE	87,628.00	-87,530.00	98.00	99.89%
100-2100-10.00 PILOT PAYMENT	12,575.00	-12,521.97	53.03	99.58%
100-2100-20.00 Land Use Change Tax	0.00	-10,664.50	-10,664.50	100.00%
Total STATE PAYMENTS	100,203.00	-110,716.47	-10,513.47	110.49%
100-220 Railroad Tax				
100-2200-21.00 Railroad Tax	600.00	-612.38	-12.38	102.06%
Total Railroad Tax	600.00	-612.38	-12.38	102.06%
100-226 Barber Cemetery				
Total Barber Cemetery	0.00	0.00	0.00	0.00%
100-231 Town Clerk's Revenue				
100-2310-20.00 Vault/ Clerk Fees	7,500.00	-5,656.60	1,843.40	75.42%
100-2310-21.00 Recording Fees	45,000.00	-44,456.00	544.00	98.79%
100-2310-22.00 Dog Licenses	1,400.00	-1,542.00	-142.00	110.14%
100-2310-24.00 Hunting & Fishing license	25.00	-143.00	-118.00	572.00%
100-2310-26.00 Marriage Licenses	375.00	-315.00	60.00	84.00%
100-2310-27.00 Green Mountain Passports	120.00	-116.00	4.00	96.67%
Total Town Clerk's Revenue	54,420.00	-52,228.60	2,191.40	95.97%
100-240 Planning & Zoning				
100-2400-02.00 P & Z Building Permits	25,000.00	-26,550.00	-1,550.00	106.20%

Account	Budget	Actual	Budget Balance	Actual % of Budget
100-2400-05.00 Septic Applications	0.00	150.00	150.00	100.00%
100-2400-06.00 CERT OF OCCUPANCY	3,000.00	-3,365.00	-365.00	112.17%
100-2400-07.00 CERTIFICATE OF COMPLIANCE	4,000.00	-4,205.00	-205.00	105.13%
100-2400-08.00 HIGHWAY ACCESS PERMIT	800.00	-500.00	300.00	62.50%
100-2400-09.00 DRB	15,000.00	-15,665.00	-665.00	104.43%
100-2400-10.00 P&Z Grants	5,000.00	-10,070.89	-5,070.89	201.42%
Total Planning & Zoning	52,800.00	-60,205.89	-7,405.89	114.03%
100-245 Senior Center				
100-2450-00.00 Senior Center Programs	35,000.00	-57,149.79	-22,149.79	163.29%
100-2450-10.00 Bldg Use/Rental	1,500.00	-2,110.00	-610.00	140.67%
100-2450-20.00 Senior Center Misc	3,500.00	0.00	3,500.00	0.00%
100-2450-31.00 Social Services Grant	3,000.00	-3,000.00	0.00	100.00%
Total Senior Center	43,000.00	-62,259.79	-19,259.79	144.79%
100-250 Legal Fee Refunds				
Total Legal Fee Refunds	0.00	0.00	0.00	0.00%
100-260 Library				
Total Library	0.00	0.00	0.00	0.00%
100-270 Beach				
100-2700-00.00 Beach Fee Income	44,000.00	-35,097.75	8,902.25	79.77%
Total Beach	44,000.00	-35,097.75	8,902.25	79.77%
100-271 Recreation				
100-2710-00.00 RECREATION PROGRAMS	73,000.00	-76,543.55	-3,543.55	104.85%
Total Recreation	73,000.00	-76,543.55	-3,543.55	104.85%
100-280 Highways				
100-2800-00.00 State Aid - Highways	215,000.00	-221,413.46	-6,413.46	102.98%
Total Highways	215,000.00	-221,413.46	-6,413.46	102.98%
100-281 Court Fines				
100-2810-00.00 Court Fines - Highways	10,000.00	-13,018.64	-3,018.64	130.19%
Total Court Fines	10,000.00	-13,018.64	-3,018.64	130.19%
100-282 BRIDGE GRANTS				
Total BRIDGE GRANTS	0.00	0.00	0.00	0.00%
100-283 TRANSFERS IN TO GF				

Account	Budget	Actual	Budget Balance	Actual % of Budget
100-2830-00.00 Reappraisal Funds	15,000.00	-15,000.00	0.00	100.00%
Total TRANSFERS IN TO GF	15,000.00	-15,000.00	0.00	100.00%
100-284 AGRICULTURAL LEASE				
100-2840-00.00 AG LEASE	4,344.00	-4,344.39	-0.39	100.01%
Total AGRICULTURAL LEASE	4,344.00	-4,344.39	-0.39	100.01%
100-285 RENTS				
100-2850-00.00 Town Garage Rent	6,000.00	-6,000.00	0.00	100.00%
Total RENTS	6,000.00	-6,000.00	0.00	100.00%
100-293 Investment Interest				
100-2930-00.00 Interest Income	60,000.00	-99,935.71	-39,935.71	166.56%
Total Investment Interest	60,000.00	-99,935.71	-39,935.71	166.56%
100-295 Surplus				
Total Surplus	0.00	0.00	0.00	0.00%
100-299 Miscellaneous				
100-2990-00.00 Miscellaneous Income	1,200.00	-1,205.96	-5.96	100.50%
100-2990-00.06 Chargepoint Reimbursement	1,200.00	-3,169.11	-1,969.11	264.09%
100-2990-04.00 Village Wastewater Fees	2,000.00	-3,000.00	-1,000.00	150.00%
Total Miscellaneous	4,400.00	-7,375.07	-2,975.07	167.62%
Total Revenues	4,241,234.00	-4,283,069.24	-41,835.24	100.99%
100-300 Selectmen				
100-3000-10 Selectmen's Salaries				
100-3000-10.00 Selectmen Salaries	-9,000.00	8,458.44	-541.56	93.98%
100-3000-10.10 Minute-taker Salary	-4,000.00	2,912.50	-1,087.50	72.81%
100-3000-10.12 Town Administrator	-80,000.00	80,363.00	363.00	100.45%
Total Selectmen's Salaries	-93,000.00	91,733.94	-1,266.06	98.64%
100-3000-20.00 Legal Expense-Selectmen	-35,000.00	81,066.53	46,066.53	231.62%
100-3000-25.00 Human Resources Consultan	-2,500.00	0.00	-2,500.00	0.00%
100-3000-30.00 Unanticipated Expense - S	0.00	833.99	833.99	100.00%
100-3000-34.00 Advertising - Selectmen	-5,000.00	2,400.32	-2,599.68	48.01%
100-3000-36.00 Seminars - Selectmen	-250.00	189.00	-61.00	75.60%
100-3000-37.00 Mileage	-150.00	0.00	-150.00	0.00%
100-3000-39.00 Memberships/Dues	-85.00	0.00	-85.00	0.00%
Total Selectmen	-135,985.00	176,223.78	40,238.78	129.59%

Account	Budget	Actual	Budget Balance	Actual % of Budget
100-310 Town Clerk				
100-3100-10 Clerk's Salaries				
100-3100-10.00 Clerk Salary	-94,252.00	94,679.85	427.85	100.45%
100-3100-10.11 Assistant Clerk Salary	-64,844.00	59,013.85	-5,830.15	91.01%
Total Clerk's Salaries	-159,096.00	153,693.70	-5,402.30	96.60%
100-3100-32.00 Mileage - Clerk				
100-3100-32.00 Mileage - Clerk	-100.00	0.00	-100.00	0.00%
100-3100-33.00 Telephone - Clerk				
100-3100-33.00 Telephone - Clerk	-2,400.00	2,284.92	-115.08	95.21%
100-3100-36.00 Seminars/Training - Clerk				
100-3100-36.00 Seminars/Training - Clerk	-100.00	35.00	-65.00	35.00%
100-3100-38.00 Supplies				
100-3100-38.00 Supplies	-4,800.00	4,524.77	-275.23	94.27%
100-3100-39.00 Memberships/Manuals-Clk.				
100-3100-39.00 Memberships/Manuals-Clk.	-100.00	90.00	-10.00	90.00%
100-3100-40.00 Service Contracts - Clerk				
100-3100-40.00 Service Contracts - Clerk	-8,700.00	9,007.17	307.17	103.53%
Total Town Clerk	-175,296.00	169,635.56	-5,660.44	96.77%
100-311 Treasurer				
100-3110-38.00 Supplies - Treasurer	-900.00	1,037.17	137.17	115.24%
100-3110-41.00 Audit Expense	-24,000.00	25,128.00	1,128.00	104.70%
Total Treasurer	-24,900.00	26,165.17	1,265.17	105.08%
100-315 Elections & Town Meetings				
100-3150-41.00 Elections	-650.00	1,113.66	463.66	171.33%
100-3150-42.00 Town Meetings	-400.00	869.86	469.86	217.47%
100-3150-44.00 Town Report Expenses	-1,600.00	916.30	-683.70	57.27%
Total Elections & Town Meetings	-2,650.00	2,899.82	249.82	109.43%
100-320 Planning & Zoning				
100-3200-10 Planning & Zoning Salary				
100-3200-10.00 Town Planner/Zoning Admin	0.00	-1,239.52	-1,239.52	100.00%
100-3200-10.10 Zoning Administrator Sal.	-67,184.00	68,550.93	1,366.93	102.03%
100-3200-10.11 Planner Salary	-52,770.00	22,241.41	-30,528.59	42.15%
100-3200-10.12 P&Z Assistant	-41,925.00	40,761.88	-1,163.12	97.23%
100-3200-10.13 Minute Taker Salary P & Z	-6,000.00	7,850.00	1,850.00	130.83%
Total Planning & Zoning Salary	-167,879.00	138,164.70	-29,714.30	82.30%
100-3200-20.00 Legal - P & Z	-10,000.00	4,413.50	-5,586.50	44.14%
100-3200-32.00 Mileage - P & Z	-1,000.00	1,082.00	82.00	108.20%
100-3200-33.00 Telephone - P & Z	-800.00	728.86	-71.14	91.11%
100-3200-34.00 Advertising - P & Z	-2,000.00	1,003.75	-996.25	50.19%
100-3200-35.00 Equipment - P & Z	-300.00	0.00	-300.00	0.00%
100-3200-36.00 Seminars - P & Z	-200.00	0.00	-200.00	0.00%
100-3200-38.00 Supplies - P & Z	-1,500.00	696.01	-803.99	46.40%
100-3200-39.00 Memberships/Manuals-P & Z	-500.00	311.81	-188.19	62.36%
100-3200-42.00 Copier - P & Z	-2,800.00	2,638.05	-161.95	94.22%
100-3200-43.00 PLANNING CONSULTANTS	0.00	8,623.81	8,623.81	100.00%

Account	Budget	Actual	Budget Balance	Actual % of Budget
100-3200-47.00 TOWN PLAN/LAND USE	-2,500.00	0.00	-2,500.00	0.00%
100-3200-48.00 Technical Review	-1,000.00	0.00	-1,000.00	0.00%
Total Planning & Zoning	-190,479.00	157,662.49	-32,816.51	82.77%
100-330 Constable				
100-3300-10.12 Halloween Lights	-1,000.00	815.00	-185.00	81.50%
Total Constable	-1,000.00	815.00	-185.00	81.50%
100-340 Assessor				
100-3400-10 Assessor Salaries				
Total Assessor Salaries	0.00	0.00	0.00	0.00%
100-3400-25.00 Contract Appraiser	-77,000.00	34,800.00	-42,200.00	45.19%
100-3400-26.00 Lister card on-line servi	-500.00	0.00	-500.00	0.00%
100-3400-33.00 Telephone - Assessor	-2,450.00	2,129.87	-320.13	86.93%
100-3400-36.00 Seminars/Dues - Assessor	-400.00	0.00	-400.00	0.00%
100-3400-37.00 COMPUTER SOFTWARE	0.00	235.00	235.00	100.00%
100-3400-38.00 Supplies - Assessor	0.00	106.37	106.37	100.00%
100-3400-40.00 MS Service Contract	-795.00	798.68	3.68	100.46%
100-3400-42.00 Mapping Contract-Assessor	-4,200.00	4,900.00	700.00	116.67%
Total Assessor	-85,345.00	42,969.92	-42,375.08	50.35%
100-341 Delinquent Tax Collector				
100-3410-10.00 Delinquent Tax Col.Salary	-7,800.00	7,800.00	0.00	100.00%
Total Delinquent Tax Collector	-7,800.00	7,800.00	0.00	100.00%
100-350 Employee Benefits				
100-3500-40.00 Childcare Contribution ta	-3,955.00	3,224.60	-730.40	81.53%
100-3500-41.00 Social Security	-55,723.00	48,088.19	-7,634.81	86.30%
100-3500-42.00 Health Insurance	-220,000.00	214,708.84	-5,291.16	97.59%
100-3500-43.00 Retirement	-51,876.00	46,980.55	-4,895.45	90.56%
100-3500-44.00 Unemployment Compensation	-1,200.00	1,364.00	164.00	113.67%
100-3500-45.00 MEDI Expense	-13,032.00	11,246.57	-1,785.43	86.30%
100-3500-47.00 Eyemed Vision Plan	-1,300.00	1,115.83	-184.17	85.83%
100-3500-48.00 DELTA DENTAL	-11,200.00	9,358.93	-1,841.07	83.56%
Total Employee Benefits	-358,286.00	336,087.51	-22,198.49	93.80%
100-400 Fire & Rescue				
Total Fire & Rescue	0.00	0.00	0.00	0.00%
100-500 Highways				
100-5000-30.00 Miscellaneous - Highway	-1,000.00	690.00	-310.00	69.00%
100-5000-41.00 Retreatment - Highways	-235,000.00	192,871.45	-42,128.55	82.07%

Account	Budget	Actual	Budget Balance	Actual % of Budget
100-5000-44.00 Winter Plow/Sand/Ice Hwy.	-225,000.00	264,403.22	39,403.22	117.51%
100-5000-45.00 Gravel Roads Maint. - Hwy	-200,250.00	301,467.52	101,217.52	150.55%
100-5000-47.00 Ditching - Highway	-50,000.00	71,830.78	21,830.78	143.66%
100-5000-48.00 Brush/Tree Removal - Hwy.	-75,000.00	44,987.50	-30,012.50	59.98%
100-5000-49.00 Culvert Replace/Repair	-40,000.00	198,283.58	158,283.58	495.71%
100-5000-50.00 Mowing Roadside - Highway	-40,000.00	41,557.50	1,557.50	103.89%
100-5000-51.00 Sweeping Int./Shoulders	-5,000.00	900.00	-4,100.00	18.00%
100-5000-52.00 Cold Patch - Highway	-4,000.00	6,269.52	2,269.52	156.74%
100-5000-53.00 Bridge/Guardrail Repair	-5,000.00	6,490.00	1,490.00	129.80%
100-5000-54.00 Road Signs - Highway	-15,000.00	20,193.30	5,193.30	134.62%
100-5000-57.00 Covered bridges	-5,000.00	2,700.00	-2,300.00	54.00%
100-5000-58.00 BIKE PATH MAINTENANCE	-3,000.00	0.00	-3,000.00	0.00%
Total Highways	-903,250.00	1,152,644.37	249,394.37	127.61%
100-501 Bridge Reconstruction				
Total Bridge Reconstruction	0.00	0.00	0.00	0.00%
100-502 Transfer Highway Reserve				
Total Transfer Highway Reserve	0.00	0.00	0.00	0.00%
100-503 Stormwater Discharge MRGP				
100-5030-00.00 Municipal Roads General P	-1,590.00	1,350.00	-240.00	84.91%
Total Stormwater Discharge MRGP	-1,590.00	1,350.00	-240.00	84.91%
100-510 Town Lands				
100-5100-41.00 LANDFILL MONITOR	-8,296.00	0.00	-8,296.00	0.00%
100-5100-42.00 Village Mowing	-4,195.00	5,326.68	1,131.68	126.98%
100-5100-43.00 Cemetery Maintenance	-6,200.00	5,850.00	-350.00	94.35%
100-5100-44.00 PARK SECURITY	-7,300.00	7,328.09	28.09	100.38%
100-5100-45.00 Lakefield/Beach	-9,680.00	8,380.11	-1,299.89	86.57%
100-5100-46.00 PARK MAINTENANCE	-19,000.00	15,082.62	-3,917.38	79.38%
100-5100-47.00 BERRY FARM FIELD	-12,320.00	9,064.02	-3,255.98	73.57%
100-5100-48.00 Brushhogging	-6,120.00	7,770.00	1,650.00	126.96%
100-5100-49.00 Town Garage Mowing	0.00	300.00	300.00	100.00%
100-5100-50.00 Trail Maintenance	-3,630.00	3,142.56	-487.44	86.57%
100-5100-51.00 THOMPSONS PT TRASH	-1,324.00	1,389.96	65.96	104.98%
100-5100-53.00 Tree Care/Treatment	-4,580.00	1,248.00	-3,332.00	27.25%
100-5100-54.00 Village WW Sys Maintenanc	-8,000.00	1,524.90	-6,475.10	19.06%
100-5100-55.00 Museum Maintenance	-1,000.00	872.45	-127.55	87.25%
100-5100-56.00 Water Quality Monitoring	-2,700.00	2,700.00	0.00	100.00%
Total Town Lands	-94,345.00	69,979.39	-24,365.61	74.17%
100-520 Town Garage				
100-5200-10.00 Maintenance	-5,000.00	648.00	-4,352.00	12.96%
100-5200-33.00 Telecommunications	-2,400.00	1,970.04	-429.96	82.09%

Account	Budget	Actual	Budget Balance	Actual % of Budget
100-5200-38.00 Supplies	-2,500.00	0.00	-2,500.00	0.00%
100-5200-41.00 Trash Removal	-2,800.00	694.15	-2,105.85	24.79%
100-5200-45.00 Utilities	-18,000.00	2,136.29	-15,863.71	11.87%
Total Town Garage	-30,700.00	5,448.48	-25,251.52	17.75%
100-600 Library				
100-6000-10.00 LIBRARY DIRECTOR	-86,935.00	87,329.45	394.45	100.45%
100-6000-10.10 Library Assistants	-72,326.00	65,994.78	-6,331.22	91.25%
100-6000-10.11 YOUTH LIBRARIAN	-55,257.00	56,655.03	1,398.03	102.53%
100-6000-10.12 TECHNICAL LIBRARIAN	-55,257.00	56,121.55	864.55	101.56%
100-6000-20.00 CUSTODIAL SERVICE	-9,900.00	9,800.00	-100.00	98.99%
100-6000-30.00 POSTAGE/MISCELLANEOUS	-1,000.00	1,783.64	783.64	178.36%
100-6000-33.00 TELECOMMUNICATIONS	-2,500.00	2,527.81	27.81	101.11%
100-6000-38.00 Supplies - Library	-2,000.00	1,857.28	-142.72	92.86%
100-6000-39.00 Professional Development	-1,000.00	195.93	-804.07	19.59%
100-6000-40.00 ASSOCIATION DUES	-250.00	255.00	5.00	102.00%
100-6000-41.00 Aquisitions - Library	-10,000.00	10,850.01	850.01	108.50%
100-6000-42.00 Programs-Library	-1,500.00	1,748.45	248.45	116.56%
100-6000-43.00 Energy	-7,000.00	2,562.63	-4,437.37	36.61%
100-6000-44.00 Maintenance	-5,000.00	6,094.42	1,094.42	121.89%
100-6000-45.00 Computer Support	-2,000.00	1,820.63	-179.37	91.03%
100-6000-46.00 Computer Equipment	-5,000.00	2,041.65	-2,958.35	40.83%
Total Library	-316,925.00	307,638.26	-9,286.74	97.07%
100-650 Annual Requests				
100-6500-66.00 Charlotte Food Shelf	-1,000.00	1,000.00	0.00	100.00%
Total Annual Requests	-1,000.00	1,000.00	0.00	100.00%
100-700 Recreation				
100-7000-10 Beach Attendant Wages				
100-7000-10.10 Beach Attendant Wages	-2,600.00	11,482.17	8,882.17	441.62%
100-7000-10.11 Beach Attendant Wages	-2,500.00	898.80	-1,601.20	35.95%
100-7000-10.12 Beach Attendant Wages	-2,500.00	1,008.17	-1,491.83	40.33%
100-7000-10.13 Beach Attendant Wages	-2,500.00	3,141.23	641.23	125.65%
100-7000-10.14 Beach Attendant	-2,500.00	0.00	-2,500.00	0.00%
100-7000-10.15 Beach Attendant	-2,500.00	1,124.36	-1,375.64	44.97%
Total Beach Attendant Wages	-15,100.00	17,654.73	2,554.73	116.92%
100-7000-31.00 BEACH MAINTENANCE	-7,100.00	6,725.29	-374.71	94.72%
100-7000-32.00 Mileage	-300.00	437.59	137.59	145.86%
100-7000-33.00 Telephone	-540.00	548.19	8.19	101.52%
100-7000-35.00 Recreation software	-3,495.00	3,295.00	-200.00	94.28%
100-7000-38.00 Supplies	-1,800.00	1,380.70	-419.30	76.71%
100-7000-39.00 Memberships/Dues	-200.00	100.00	-100.00	50.00%
100-7000-40.00 TENNIS COURTS	-300.00	15.97	-284.03	5.32%
100-7000-41.00 Garbage Removal - Beach	-400.00	306.27	-93.73	76.57%

General Fund

Account	Budget	Actual	Budget Balance % of Budget	Actual
100-7000-42.00 Skating Rink	-550.00	509.15	-40.85	92.57%
100-7000-45.00 Beach Electricity	-300.00	383.87	83.87	127.96%
100-7000-45.01 skating rink electricity	-550.00	412.04	-137.96	74.92%
100-7000-47.00 DOCKS IN & OUT	-6,700.00	3,755.00	-2,945.00	56.04%
100-7000-48.00 REC PROGRAM DIRECTOR	-54,586.00	35,407.44	-19,178.56	64.87%
100-7000-49.00 REC PROGRAM EXPENSE	-50,000.00	50,515.65	515.65	101.03%
100-7000-50.00 Site Plan-Beach Improveme	-300.00	0.00	-300.00	0.00%
100-7000-51.00 Beach Water Testing	-780.00	950.00	170.00	121.79%
100-7000-52.00 CCS Facility Usage Fees	-7,000.00	8,925.00	1,925.00	127.50%
Total Recreation	-150,001.00	131,321.89	-18,679.11	87.55%
100-7500 CONSERVATION				
100-7500-45.00 Charlotte Invasives	-1,200.00	1,160.00	-40.00	96.67%
100-7500-46.00 Green-Up Day	-100.00	0.00	-100.00	0.00%
100-7500-48.00 Memberships/Dues	-50.00	50.00	0.00	100.00%
Total CONSERVATION	-1,350.00	1,210.00	-140.00	89.63%
100-800 Town Hall				
100-8000-10.00 Maintenance - Town Hall	-11,000.00	7,918.94	-3,081.06	71.99%
100-8000-20.00 Custodian	-7,200.00	7,200.00	0.00	100.00%
100-8000-31.00 TOWN POSTAGE	-5,800.00	5,686.69	-113.31	98.05%
100-8000-35.00 Equipment - Town Hall	-4,600.00	1,760.00	-2,840.00	38.26%
100-8000-38.00 Town Hall Supplies	-2,900.00	2,277.01	-622.99	78.52%
100-8000-41.00 Trash Removal - Town Hall	-2,200.00	2,084.16	-115.84	94.73%
100-8000-45.00 Utilities - Town Hall	-6,000.00	3,077.31	-2,922.69	51.29%
100-8000-46.00 Fuel Oil - Town Hall	-5,000.00	3,851.03	-1,148.97	77.02%
100-8000-51.00 Computer Service	-23,000.00	20,164.57	-2,835.43	87.67%
Total Town Hall	-67,700.00	54,019.71	-13,680.29	79.79%
100-850 SENIOR CENTER				
100-8500-10.00 MAINTENANCE	-8,000.00	18,603.91	10,603.91	232.55%
100-8500-10.10 SNOW PLOWING	-2,000.00	3,900.00	1,900.00	195.00%
100-8500-20.00 CUSTODIAL SERVICE	-10,000.00	8,135.00	-1,865.00	81.35%
100-8500-31.00 POSTAGE	-400.00	73.00	-327.00	18.25%
100-8500-33.00 TELECOMMUNICATIONS	-3,000.00	3,254.40	254.40	108.48%
100-8500-35.00 Technology	-2,500.00	2,122.64	-377.36	84.91%
100-8500-38.00 SUPPLIES	-2,000.00	1,329.87	-670.13	66.49%
100-8500-41.00 TRASH	-600.00	2,412.06	1,812.06	402.01%
100-8500-45.00 ENERGY	-9,000.00	6,758.37	-2,241.63	75.09%
100-8500-48.00 Senior Center Director	-67,080.00	67,505.50	425.50	100.63%
100-8500-49.00 Volunteer Coordinator	-18,278.00	5,550.00	-12,728.00	30.36%
100-8500-50.00 PROGRAM EXPENSES	-30,000.00	31,302.56	1,302.56	104.34%
Total SENIOR CENTER	-152,858.00	150,947.31	-1,910.69	98.75%
100-900 Miscellaneous				
100-9000-42.00 Insurance	-62,306.00	54,533.33	-7,772.67	87.53%

Account	Budget	Actual	Budget Balance	Actual % of Budget
100-9000-43.00 FLEA MARKET ELECTRIC	-150.00	214.14	64.14	142.76%
100-9000-44.00 Street Lights - Electric	-1,800.00	2,172.41	372.41	120.69%
100-9000-45.00 Museum Electricity	-550.00	793.31	243.31	144.24%
100-9000-47.00 Canine Control Officer	-3,000.00	2,500.00	-500.00	83.33%
100-9000-48.00 Dogs/Miscellaneous	-900.00	775.71	-124.29	86.19%
100-9000-50.00 TRAILS COMMITTEE	-1,500.00	2,271.92	771.92	151.46%
100-9000-51.00 Traffic Enforcement	-30,000.00	31,737.50	1,737.50	105.79%
100-9000-52.00 CHARLOTTE LAND TRUST	-5,000.00	5,045.00	45.00	100.90%
100-9000-54.00 Energy Committee	-4,500.00	2,502.87	-1,997.13	55.62%
100-9000-57.00 TREE WARDEN	-1,550.00	0.00	-1,550.00	0.00%
Total Miscellaneous	-111,256.00	102,546.19	-8,709.81	92.17%
100-901 Intergovntl. Taxes & Dues				
100-9010-41.00 VLCT Dues	-6,450.00	6,450.00	0.00	100.00%
100-9010-42.00 CCRPC Dues	-10,702.00	10,702.00	0.00	100.00%
100-9010-43.00 County Tax	-45,854.00	52,520.00	6,666.00	114.54%
Total Intergovntl. Taxes & Dues	-63,006.00	69,672.00	6,666.00	110.58%
100-910 Debt Service				
100-9100-53.00 Debt Service-Library Bond	-42,719.00	42,718.50	-0.50	100.00%
100-9100-54.00 2004 Fire Truck	-18,255.00	18,254.59	-0.41	100.00%
100-9100-55.00 2017 Fire Truck	-45,275.00	45,275.02	0.02	100.00%
100-9100-56.00 2019 Ambulance	-30,575.00	30,574.50	-0.50	100.00%
100-9100-57.00 Town Garage	-130,912.00	130,911.38	-0.62	100.00%
100-9100-58.00 Solar Panel Bond	-31,689.00	31,855.43	166.43	100.53%
Total Debt Service	-299,425.00	299,589.42	164.42	100.05%
100-995 Transfer to Reserve Fund				
100-9956-00.00 Transfer to Conservation	-25,000.00	25,000.00	0.00	100.00%
100-9958-00.00 Transfer-Improve/Repair	-52,000.00	52,000.00	0.00	100.00%
Total Transfer to Reserve Fund	-77,000.00	77,000.00	0.00	100.00%
100-996 Town Appropriation to F&R				
100-9960-00.00 Fire & Rescue Appropriati	-989,087.00	950,151.00	-38,936.00	96.06%
Total Town Appropriation to F&R	-989,087.00	950,151.00	-38,936.00	96.06%
Total Expenditures	-4,241,234.00	4,294,777.27	53,543.27	101.26%
Total General Fund	0.00	11,708.03	11,708.03	
Total All Funds	0.00	11,708.03	11,708.03	

Account	Last Yr Pd 12 Jun Encumbrances	Last Yr Pd 12 Jun Actual
ASSETS		
100-0001-10.00 cash/TD Bank	0.00	1,448,112.53
100-0040-00.00 Cash on Hand	0.00	100.00
100-0050-00.00 DUE FROM OTHER FUNDS	0.00	0.00
100-0060-00.00 Bounced checks	0.00	0.00
100-0200-00.00 delinquent tax rec.	0.00	42,748.70
100-0210-00.00 delinquent interest rec	0.00	7,287.19
100-0220-00.00 delinquent penalty rec	0.00	3,419.90
100-0230-00.00 Accounts Receivable	0.00	9,520.01
100-0240-00.00 DUE FROM SENIOR CENTER	0.00	0.00
100-0251-00.00 Due From Del. Tax Collect	0.00	0.00
100-0260-00.00 TPoint Rent receivable	0.00	0.00
100-0270-00.00 TP delinq rent % rec	0.00	0.00
100-0280-00.00 Tpoint 2013 delinq rent	0.00	0.00
100-0290-00.00 Solar receivable	0.00	0.00
100-0300-00.00 Prepaid expenses	0.00	47,400.16
100-0999-99.00 Due to/from Other Funds	0.00	-1,264,504.90
100-5100-40.00	0.00	0.00
Total Assets	0.00	294,083.59

LIABILITIES

100-1010-00.00 Cap.Equip.& Tax Notes Pay	0.00	0.00
100-1020-00.00 Tax Sale Redemption	0.00	0.00
100-1050-00.00 Due to Other Funds	0.00	0.00
100-1054-00.00 tax overpayment	0.00	-3,272.81
100-1055-00.00 Taxes Due to School	0.00	0.00
100-1056-00.00 State school tax	0.00	0.00
100-1140-00.00 PENSION W/H DUE STATE	0.00	0.00
100-1141-00.00 Federal Tax Payable	0.00	0.00
100-1142-00.00 VT w/h Tax Payable	0.00	-0.17
100-1143-00.00 Soc Sec. w/h Tax Payable	0.00	0.00
100-1144-00.00 Medi w/h Payable	0.00	0.00
100-1145-00.00 Federal Excise Tax Payabl	0.00	0.00
100-1146-00.00 Dog fees to State	0.00	-106.00
100-1147-00.00 Marriage fees to State	0.00	325.00
100-1148-00.00 Fish/Hunting Fees to Stat	0.00	188.00
100-1150-00.00 Accru.Wages&Benes.Payable	0.00	-19,444.97
100-1155-00.00 Accrued Vacation	0.00	0.00
100-1160-00.00 DUE TO AFLAC	0.00	0.00
100-1165-00.00 Health Ins Fringe	0.00	673.13
100-1210-00.00 Tax Collected in Advance	0.00	0.00
100-1220-00.00 Deferred Revenue	0.00	-42,749.00
100-1230-00.00 Deferred grant revenue	0.00	-9,520.00
100-1240-00.00 Deferred Revenue - Ag Lea	0.00	0.00
100-1250-00.00 Deferred Revenue-Other	0.00	0.00
100-1300-00.00 Deferred Revenue-TPoint R	0.00	0.00

Account	Last Yr Pd 12 Jun Encumbrances	Last Yr Pd 12 Jun Actual
-----	-----	-----
100-1400-00.00 Accounts Payable	0.00	-43,588.53
100-1500-00.00 Accrued Expenses	0.00	-26,260.00
	-----	-----
Total Liabilities	0.00	-143,755.35
	-----	-----
FUND BALANCE		
100-1800-00.00 Fund Balance	0.00	-162,036.27
	-----	-----
Total Prior Years Fund Balance	0.00	-162,036.27
	-----	-----
Fund Balance Current Year	0.00	11,708.03
	-----	-----
Total Fund Balance	0.00	-150,328.24
	-----	-----
Total Liabilities, Fund Balance	0.00	-294,083.59
	=====	=====

TOWN OF CHARLOTTE General Ledger
Detail Transactions Report (Previous Year)
Period 1 Jul to Period 12 Jun

Account: 311-3000-04.00		Last Year	Budget	Encumbrance	YTD Posting	Unexpended		
		Unused Budget				Balance		
Description: Spear St Repair		0.00	0.00	0.00	1,049,492.96	(1,049,492.96)		
Date	From Description	Reference	Budget Debit	Budget Credit	Encumbrance Debit	Encumbrance Credit	Actual Debit	Actual Credit
12/30/24	AP01 Ck:64321:POULIN COMPANIES	Batch 718					116523.00	
02/03/25	AP01 Ck:64447:POULIN COMPANIES	Batch 733					126900.00	
02/18/25	AP01 Ck:64480:DIRT TECH LLC	Batch 738					284234.38	
02/18/25	AP01 Ck:64477:CIVIL ENGINEERIN	Batch 738					45537.32	
02/18/25	AP01 Ck:64478:Civil Engineerin	Batch 738					67492.55	
03/05/25	AP01 Ck:64552:POULIN COMPANIES	Batch 746					94266.00	
03/12/25	AP01 Ck:64575:CIVIL ENGINEERIN	Batch 751					9065.34	
04/16/25	AP01 Ck:64684:POULIN COMPANIES	Batch 766					199818.00	
04/21/25	AP01 Ck:64689:CIVIL ENGINEERIN	Batch 767					11506.29	
04/21/25	AP01 Ck:64691:Civil Engineerin	Batch 767					100.00	
04/24/25	GL01 Spear Street payment	GJ# 20250422						943836.59
05/06/25	GL01 Spear St repairs-VTRANS r	GJ# 20250450						100.00
05/06/25	GL01 Spear St repairs-VTRANS r	GJ# 20250450						11506.29
05/27/25	AP01 Ck:64797:CIVIL ENGINEERIN	Batch 779					100.00*	
05/27/25	AP01 Ck:64799:Civil Engineerin	Batch 779					2300.99*	
06/16/25	AP01 Ck:64887:POULIN COMPANIES	Batch 789					27781.00	
07/01/25	AP01 PY Ck:64944:DIRT TECH LLC	Batch 797					5232.50	
07/01/25	AP01 PY Ck:64942:CIVIL ENGINEE	Batch 797					2124.72*	
07/22/25	GL01 adj entry-Spear St expans	GJ# 20260052					955442.88	
07/22/25	GL01 adj entry-Spear St legal	GJ# 20260054					6766.75	
07/22/25	GL01 adj entry-Spear St/Road C	GJ# 20260055					17094.12*	
07/22/25	GL01 adj entry-Spear St/Road C	GJ# 20260055					32650.00*	
Transaction Totals			0.00	0.00	0.00	0.00	2004935.84	955442.88
Account Totals			0.00		0.00		1049492.96	

\$955,442.88 is the total received from VAOT to date

\$33,013.50 is still outstanding, waiting for reimbursement

* \$54,269.83 expensed, not eligible for reimbursement, work completed after April 6th deadline

**WARNING
TOWN OF CHARLOTTE
ANNUAL TOWN MEETING 2025**

The legal voters of the Town of Charlotte are hereby notified and warned to meet in-person at the Charlotte Central School Multi-Purpose Room, located at 408 Hinesburg Road in said Town, on Saturday, March 1, 2025 at nine o'clock in the forenoon (9:00 A.M.) to act upon the articles set forth below not involving voting by Australian ballot (Articles 1 through 9), and to meet at the Charlotte Town Hall, located at 159 Ferry Road in said Town, on the Tuesday, March 4, 2025 to vote by Australian ballot to begin at seven o'clock in the forenoon (7:00 A.M.) and to close at seven o'clock in the afternoon (7:00 P.M.).

The legal voters of the Town of Charlotte are further notified and warned that a public informational hearing to explain and discuss the Australian ballot articles set forth below (Articles 10 and 11) will be held on Monday, February 24, 2025, at the Charlotte Town Hall, located at 159 Ferry Road in the Town, beginning at six o'clock in the afternoon (6:00 P.M.). The public may attend the informational hearing in person or on Zoom at the following information:

- Meeting Link: <https://shorturl.at/GerwD>
- Meeting ID: 879 7042 9352
- Meeting Passcode: 123456

ARTICLES TO BE VOTED FROM THE FLOOR

- Article 1:** To hear the reports of the Town officers and to act upon the same.
- Article 2:** Shall the voters authorize the payment of property taxes, with the payment due on or before Friday, November 14, 2025, and to have payments made to the Town Treasurer, as provided in 32 VSA § 4773(b)?
- Article 3:** Shall the voters approve total fund expenditures, as set forth in the Selectboard's budget, of \$4,265,990.00 for the fiscal year July 1, 2025 to June 30, 2026, of which an anticipated sum of \$2,531,353 will be raised by taxes and an anticipated sum of \$1,734,637.00 will be raised by non-tax revenues?
- Article 4:** Shall the voters approve raising a sum of \$62,000 by property taxes, in addition to those monies raised pursuant to Article 3, to be allocated to the Charlotte Trails Fund?
- Article 5:** Shall the voters authorize the Selectboard to use not more than \$5,000 from the Charlotte Trails Fund for the purpose of maintaining Town recreational trails?
- Article 6:** Shall the voters approve raising a sum of \$40,000 by property taxes, in addition to those monies raised pursuant to Article 3, to be allocated to the Recreation Capital Fund, for the purpose of developing a new bathhouse at the Charlotte Town Beach?

Article 7: Shall the Town of Charlotte adopt all budget articles by Australian Ballot, as provided in 17 V.S.A. § 2680(c).

Article 8: Shall the Town of Charlotte vote on all public questions by Australian Ballot, as provided in 17 V.S.A. § 2680(d).

Article 9: To transact any other business proper to come before said meeting.

ARTICLES TO BE VOTED BY AUSTRALIAN BALLOT

Article 10: To elect Town Officials.

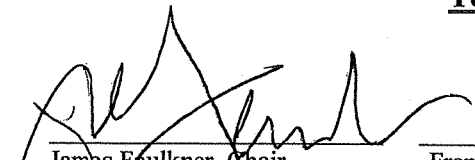
Article 11: Shall the voters authorize the Town to submit to the General Assembly of the State of Vermont a proposal to adopt a municipal charter which contains the following sections:

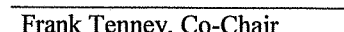
- Section 1: Corporate Existence
- Section 2: General Provisions
- Section 3: Routine Adoption of Land Use Bylaws
- Section 4: Separability
- Section 5: Amendment

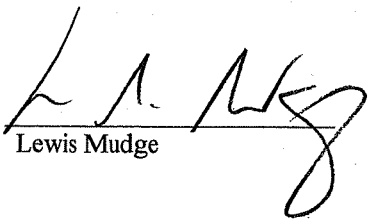
The official copy of the Charter proposal, in its entirety, is on file and available for public inspection at the Charlotte Town Clerk's Office, 159 Ferry Road in said Town, during regular office hours, Monday-Friday, 8:00 a.m. to 4:00 p.m. Copies thereof are available to members of the public upon request.

Dated this 27th day of January, 2025 at Charlotte, Vermont.

Town of Charlotte Selectboard


James Faulkner, Chair

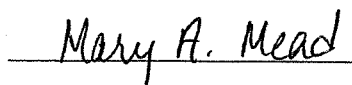

Frank Tenney, Co-Chair


Lewis Mudge


Kelly Deyne


Natalie Kanner

Received for record this 27th day of January, 2025.


Mary A. Mead

Mary A. Mead, Town Clerk

**2025-2026 TAX RATE
MUNICIPAL & EDUCATION**

TAX RATE

MUNICIPAL GRANDLIST 2025 13,945,626

TOWN BUDGET	\$4,265,990		
General Fund	\$3,362,740		
Less Revenue	(\$1,513,224)		
TOTAL GENERAL FUND		\$ 1,849,516	0.1326
Highway Fund	\$903,250		
Less Revenue	(\$221,413)		
TOTAL HIGHWAY		\$ 681,837	0.0489
TOTAL DOLLARS TO RAISE FOR TOWN		\$2,531,353	0.1815
ARTICLE 4 – TRAILS		\$ 62,000	0.0044
ARTICLE 6 – RECREATION		\$ 40,000	0.0029
TOTAL DOLLARS TO RAISE FOR BUDGET & ARTICLES		\$2,633,353	0.1888
LOCAL AGREEMENT TAX RATE			
Charlotte Grange	\$316,500		
	\$316,500 X 1.3222/100	\$4,184.76	
Homestead veterans exemptions(4)	\$120,000		
	\$120,000 X 1.2572/100	\$1,508.64	
Total education taxes to raise		\$5,693.40	
Local Agreement Tax rate	\$5,693.40/13,945,626		\$0.0004
TOTAL MUNICIPAL TAX RATE			\$0.1892
STATE EDUCATION TAX RATE			
Homestead Education Tax Rate			\$1.2572
Non-Homestead Education Tax Rate			\$1.3222
TOTAL HOMESTEAD TAX RATE (EDUCATION & MUNICIPAL)			\$1.4464
TOTAL NON-HOMESTEAD TAX RATE (EDUCATION & MUNICIPAL)			\$1.5114

*2024-2025 Total Tax rates were 1.4756(Homestead) & 1.5147(Non-residential)

(Taxable properties only - State and Non-tax status properties are not listed below)

REAL ESTATE Category/Code	Parcel Count	Municipal Listed Value	Homestead Ed Listed Value	Nonhmstd Ed. Listed Value	Total Education Listed Value
Residential I R1	821	545,221,600	417,571,900	127,649,700	545,221,600
Residential II R2	572	538,756,400	385,069,700	153,686,700	538,756,400
Mobile Homes-U MHU	8	195,600	97,200	98,400	195,600
Mobile Homes-L MHL	21	6,970,500	5,034,000	1,936,500	6,970,500
Seasonal I S1	141	33,037,600	787,700	32,249,900	33,037,600
Seasonal II S2	2	2,146,200	0	2,146,200	2,146,200
Commercial C	20	15,126,600	0	15,126,600	15,126,600
Commercial Apts CA	0	0	0	0	0
Industrial I	0	0	0	0	0
Utilities-E UE	6	43,285,200	0	43,285,200	43,285,200
Utilities-O UO	1	27,700	0	27,700	27,700
Farm F	15	19,060,600	4,192,500	14,868,100	19,060,600
Other O	107	205,983,000	81,969,600	124,013,400	205,983,000
Woodland W	0	0	0	0	0
Miscellaneous M	111	36,298,800	1,846,000	34,452,800	36,298,800
TOTAL LISTED REAL	1,825	1,446,109,800	896,568,600	549,541,200	1,446,109,800
P.P. Cable	1	1,154,533		1,154,533	1,154,533
P.P. Equipment	0	0			
P.P. Inventory	0	0			
TOTAL LISTED P.P.	1	1,154,533		1,154,533	1,154,533
TOTAL LISTED VALUE		1,447,264,333	896,568,600	550,695,733	1,447,264,333
EXEMPTIONS					
Veterans 10K	4/4	40,000	40,000	0	40,000
Veterans >10K		120,000			
Total Veterans		160,000	40,000	0	40,000
P.P. Contracts	1	1,154,533			
Contract Apprv VEPC	0/0	0	0	0	0
Grandfathered	1/1	1,086,000	0	1,086,000	1,086,000
Non-Apprv(voted)	1/1	316,500			
Owner Pays Ed Tax	0/0	0			
Total Contracts	3/2	2,557,033	0	1,086,000	1,086,000
FarmStab Apprv VEPC	0/0	0	0	0	0
Farm Grandfathered	0/0	0	0	0	0
Non-Apprv(voted)	0/0	0			
Owner Pays Ed Tax	0/0	0			
Total FarmStabContr	0/0	0	0	0	0
Current Use	181/181	49,984,700	16,592,700	33,392,000	49,984,700
Special Exemptions	3		0	4,602,900	4,602,900
Partial Statutory	0/0	0	0	0	0
Sub-total Exemptions		52,701,733	16,632,700	39,080,900	55,713,600
Total Exemptions		52,701,733	16,632,700	39,080,900	55,713,600
TOTAL MUNICIPAL GRAND LIST		13,945,626.00			
TOTAL EDUCATION GRAND LIST			8,799,359.00	5,116,148.33	13,915,507.33
NON-TAX					

31 NON-TAX PARCELS ARE NOT INCLUDED ON THE 411

CHARLOTTE DEVELOPMENT REVIEW BOARD

FINDINGS OF FACT AND DECISION

IN RE APPLICATION OF

DIANNE LEARY, JAMES LABERGE, HAZEL (ALEX) LABERGE, AND PETER DEMICK

**Final Plan Review for a 2-Lot Minor Subdivision/Non-Contiguous Planned Residential Development at
4670 Greenbush Road and 350 Palmer Lane
Application # DRB 25-057-PRD**

Introduction and Procedural History:

This proceeding involves the review of a Final Plan application to the Charlotte Development Review Board (hereinafter the Board or DRB) for a 2-lot Minor Subdivision/Non-Contiguous Planned Residential Development (PRD) located at 4670 Greenbush Road (receiving parcel to be subdivided) and 350 Palmer Lane (sending parcel), as submitted by Dianne Leary and James and Hazel (Alex) LaBerge (primary applicants and owners) and Peter Demick (owner of 350 Palmer Lane) for approval under the Town of Charlotte Land Use Regulations (hereafter referred to as "LURs"). This application proposes to create a new lot around an existing accessory dwelling unit. Lot 1 is proposed to be ±5.0 acres and contain the existing primary residence, and Lot 2 is proposed to be ±4.34 acres and contain the existing accessory dwelling unit. Demick has proposed to place ±0.706 acres at 350 Palmer Lane under a conservation easement and transfer the associated density to parties Leary and LaBerge.

Consideration of this project began with a Sketch Plan review (DRB 24-179-SK) at the Board's January 22, 2025 meeting. All members were present for the sketch plan meeting. All members except Alexa Lewis attended a site visit earlier that day. The Board classified the project as a two-lot minor subdivision. After the original sketch letter was issued February 12, 2025, Civil Engineering Associates discovered a previous surveyor's error that revealed the Leary-LaBerge lot is only 9.3 acres.¹ The applicants returned to the board on March 26, 2025 to explain the acreage problem. The board issued a revised sketch letter April 9, 2025, which outlined the possibility of pursuing the project as a non-contiguous planned residential development with the transfer of density from another parcel.

Parties Leary and LaBerge submitted a final application for a non-contiguous PRD on April 23, 2025, which included a letter of intent from Peter Demick to transfer the density of ±0.7 acres to the applicants.

The public hearing for this application was opened at the Board's meeting of May 28, 2025 and immediately continued to June 11, 2025 without the taking of any testimony. The hearing was continued again to June 25, 2025 to allow the applicants time to update the proposed plats. In attendance at all three meetings were Board members Charles Russell (Chair), Gerald Bouchard (Vice Chair), Alexa Lewis, Brandon Tieso, and Doug Paton. Zoning Administrator Aaron Brown was

¹ In 1986, Shirley and Robert LaBerge received Planning Commission approval to create what was believed to be a 10.4-acre lot. The surveyor, however, included in that calculation land covered by Greenbush and Thompson's Point Roads and land owned by Vermont Railway. The survey is recorded at Slide 52 of the Land Records.

present for the sketch plan and final subdivision reviews, as were the applicants and Alex LaBerge's wife, Kaylyn Grenier.

Notification was mailed to abutters on April 25, 2025. *The Citizen* published the hearing warning May 1, 2025. The hearing was warned on the Town website and at three physical locations at least fifteen days in advance of the hearing.

Exhibits received in support of this application:

1. Subdivision Application, received April 23, 2025
2. Letter of Intent – Transfer of Density (Peter Demick, Dianne Leary, Jim LaBerge, and Hazel (Alex) LaBerge), revised June 10, 2025
3. 2-Lot Subdivision and Conservation Easement Plat of Survey, James L. LaBerge, Dianne H. Leary, and Hazel Alexander LaBerge, Sheet P1 (Civil Engineering Associates, received June 24, 2025)
4. 2-Lot Subdivision and Conservation Easement Plat of Survey, James L. LaBerge, Dianne H. Leary, and Hazel Alexander LaBerge, Sheet P2 (Civil Engineering Associates, received June 24, 2025)

Regulations in Effect:

Charlotte Town Plan, 2019

Charlotte Land Use Regulations, 2023

Recommended Standards for Developments and Homes, 1997

Standard of Review:

The application requires review under the following sections of the Land Use Regulations for the Town of Charlotte, hereafter referred to as the LURs:

Section 2.3 Application of District Standards, **Table 2.5** – Rural District

Section 3.2 Road, Driveway, and Pedestrian Access Requirements

Chapter 7 Subdivision Review Standards

Table 7.1: Areas of High Public Value

Section 8.4: Planned Residential Development

Section 8.6: Open Space and Common Land

Findings of Fact:

1. The applicants seek approval for the following lot configuration:

Lot 1: ±5.0 acres, currently improved with a primary residence, driveway, and water and wastewater system

Lot 2: ±4.3 acres, currently improved with an accessory dwelling unit, driveway, and water and wastewater systems.

350 Palmer Lane: 66.95 acres, to remain unchanged but with 66.24 acres of remaining density

2. **Section 2.3, Table 2.5 (C):** Single-family residences are a permitted use in the Rural District. The accessory dwelling at 4670 Greenbush Road will become a primary residence because of this application.
3. **Section 2.3, Table 2.5 (E):** The application is reviewed as a non-contiguous Planned Residential Development because Lot 2 is smaller than 5.0 acres. Lot 1 complies at 5.0 acres.
4. **Section 3.2 Road, Driveway, and Pedestrian Access Requirements:** The Board finds that Lots 1 and 2 share an existing driveway access off Greenbush Road. An easement benefitting proposed Lot 2 is depicted on Sheet P1.
5. **Section 7.1 Application of Subdivision Standards:** The proposal seeks to create one new lot for a total of two lots, which is a minor subdivision.
6. **Section 7.2 General Standards - Areas of High Public Value:** The following Areas of High Public Value (AHPV) have been identified on the property:
 - a. *Land in active agricultural use* – The parcel may contain a small maple sugaring operation. The board does not find any potential impacts to that operation.
 - b. *Primary Agricultural Soils (Prime and Statewide)* – A small portion of the Leary-LaBerge lot contains statewide agricultural soil. The lands of Demick are statewide agricultural soil.
 - c. *Surface waters, wetlands and associated setback and buffer areas* – The Charlotte Map Viewer does not show any surface waters or wetlands on either the Leary-LaBerge lot or this portion of the Demick lot.
 - d. *Wildlife habitat* – The Leary-LaBerge parcel is largely forested, with a band of linkage habitat running north-south along the westerly edge of the lot.
 - e. *Scenic views and vistas* – The Leary-LaBerge lot lies at an area of Greenbush and Thompson’s Point Roads that is considered “most scenic.”
 - f. *Special Natural Areas:* While not a designated natural area, the Leary-LaBerge lot contains a rare or endangered plant species. The applicants testified that the State of Vermont monitors this species.
 - g. *Conserved land on adjacent parcels* – Land across the street from Leary-LaBerge (Mack and Boumans) is conserved by the Vermont Land Trust. That same land abuts Demick’s parcel.
 - h. *Steep slopes (>=15%)* – The Charlotte Map Viewer does not show any steep slopes.

The Board finds that the proposed subdivision presents no undue adverse impacts on Areas of High Public Value.

7. **Section 7.2(C) Lot Layout:** The Leary-LaBerge lot is not perfectly quadrilateral due to existing lot-lines and the curved roadway where Greenbush Road turns into Thompson’s Point Road. The board finds the proposed lot layout is acceptable.
8. **Section 7.2(D) Density:** The Board finds that Lot 1 complies with the minimum lot size of 5.0 acres. The required density for Lot 2 is accomplished through the conservation of 0.704 acres of the Demick lot and the associated transfer of density. Sheets P1 and P2 both contain a

density table that demonstrate that the Leary-LaBerge parcel has used all available density and the Demick lot has 66.24 acres of remaining density.

- 9. Section 7.2(E) Building Envelopes:** The applicants have proposed building envelopes of approximately one acre for each lot under Leary-LaBerge. The existing residences are included within the building envelopes. The Board finds that the proposed envelopes are acceptable and notes that, beginning with sketch plan review, the applicants were instructed that an existing, nonconforming barn structure on proposed Lot 1 need not be included in the proposed building envelope.

The Board finds that the proposed conservation area on the Demick lot encroaches into a previously approved building envelope, and Sheet P2 must be revised to exclude the building envelope from the future open space area.

- 10. Section 7.3(D)(2):** The Board finds that the proposed subdivision does not create undue adverse impacts by parcelization, fragmentation, isolation, or destruction of AHPVs.
- 11. Section 7.4 Compatibility with Agricultural Operations:** The Board finds that the proposal has no adverse impact on existing agricultural operations.
- 12. Section 7.5 Facilities, Services and Utilities:** The Board finds the subject parcel is already served by Charlotte Volunteer Fire and Rescue Service, which is approximately 2.1 miles from the Leary-LaBerge parcel.
- 13. Sections 7.6 Water Supply & 7.7 Sewage Disposal:** The Board finds that the applicants have an existing shared water and wastewater systems for Lots 1 and 2 (permit WW-138-1704). The applicants are working on a new wastewater permit with the state.
- 14. Section 7.8 Stormwater Management and Erosion Control:** No stormwater management and erosion control plan is required.
- 15. Section 7.9 Landscaping & Screening:** The Board finds that no additional landscaping or screening is required.
- 16. Section 7.10 Roads, Driveways and Pedestrian Access:** Lots 1 and 2 have an existing shared access. An easement benefitting Lot 2 will be recorded.
- 17. Section 7.11 Common Facilities, Common Land & Land to be Conserved:** The Board finds that applicants Leary-LaBerge plan to place 4.3 acres at 4670 Greenbush Road under an open space agreement and that co-applicant Demick plans to place 0.704 acres under conservation easement at 350 Palmer Lane.

18. Section 8.4(B) Planned Residential Development – General Standards

In order to approve a Planned Residential Development, the Board must make the following findings:

- 1. The project will minimize adverse effects upon the resources identified as significant in Table 7.1 (Areas of High Public Value); and*
- 2. The development area is appropriate for the proposed density, in terms of the existing settlement pattern, the zoning district, and the standards in Chapter VII.*

The Board finds that the project will minimize adverse effects on Areas of High Public Value and is appropriate for the required density and existing settlement patterns in the Rural District. Furthermore, the Board finds that the proposed subdivision is an effective and unified treatment

of the development possibilities of the site and is consistent with the goals and policies of the *Charlotte Town Plan*. The proposed Open Space area preserves Areas of High Public Value, notably forested land on the Leary-LaBerge Parcel. Through the transfer of density, the proposed lots meet the minimum acreage requirement in the Rural District and follow existing settlement patterns. The overall density does not exceed the density which could be permitted if the land were subdivided into lots which meet the standards.

19. Section 8.4(F) PRDs Involving Two or More Parcels – The Board finds that the total density based upon the cumulative acreage of the parcels may be aggregated onto a single parcel (4670 Greenbush Road) to allow for greater concentration of development on that parcel. The application results in the conservation of resources identified in Table 7.1, namely forest habitat, and that the development of 4670 Greenbush Road is consistent with patterns of the Rural District. The area to be conserved on the Demick lots consists of statewide agricultural soil.

The board finds acceptable the proposed letter of intent of parties Leary, LaBerge, and Demick. Furthermore, the removal of density from the Demick parcel is depicted in an acceptable density table on Sheet P2.

20. Section 8.6 Open Space and Common Land

The Board finds that the proposed Open Space area makes adequate provisions for the resources identified as Areas of High Public Value. In reviewing this application, the Board finds the priority asset is forest habitat and a rare plant species on the Leary-LaBerge lot, which is protected through the proposed Open Space.

CONCLUSIONS OF LAW:

As outlined above, the Development Review Board finds the project, a proposed Two-Lot Minor Subdivision and Non-Contiguous Planned Residential Development for 4670 Greenbush Road and 350 Palmer Lane, complies with cited standards in the *Charlotte Land Use Regulations*.

DECISION AND ORDER:

Based on the foregoing Findings of Fact and Conclusions, the Development Review Board approves the Final Plan application for **DRB 24-160-PRD**, a “2-Lot Minor Subdivision and Planned Residential Development,” subject to the following conditions:

1. One paper copy (measuring 18” x 24”, with a margin of 2” outside of the border line for binding on the left edge of the sheet and a 1” border on all remaining edges) and one electronic copy of the draft Final Plat shall be submitted to the Planning & Zoning Office for review by the Development Review Board chair within 150 days of this decision. Once approved, a Final Plat mylar shall be submitted to the Planning & Zoning Office to be signed by the Chair or Vice-Chair of the Development Review Board and recorded in the Charlotte Land Records within 180 days of this decision. The surveyor shall submit an electronic copy to the Vermont Land Survey Library, <https://landsurvey.vermont.gov/>, within 30 days of the filing of the Final Plat mylar.
2. Prior to the submission of the Final Plat Mylar to the Planning and Zoning Office, the applicant shall submit a letter from the surveyor indicating that survey pins have been set for the changed boundary lines and corners.
3. The applicants shall sign an Open Space Agreement with the Charlotte Selectboard for the 4.3-acre portion of the Leary-LaBerge lot and the 0.704-acre portion of the Demick lot.

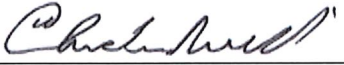
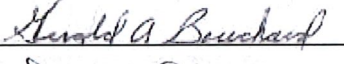

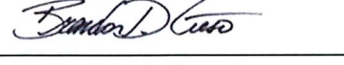
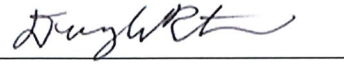
- 4. The deed for each parcel shall be updated to include a reference to the recorded open space agreement.
- 5. The building envelope on sheet P2 (Demick lot) must be revised to exclude the area proposed for conservation.

Additional Conditions: All plats, plans, drawings, documents, testimony, evidence, and conditions listed above or submitted at the hearing and used as the basis for this Decision to grant the permit shall be binding on the applicant, and his/her/their successors, heirs and assigns. Project shall be completed in accordance with approved plans and conditions, as stated in this decision. Any deviation from the approved site plan shall be regarded as additional "land development," will require additional permit(s), and must be reviewed and approved by the Zoning Administrator prior to commencing construction.

This approval shall expire if the mylar for the survey is not filed and recorded in the Charlotte land records within 180 days of the date of this decision.

Members Present at the Final Public Hearing on June 25, 2025: Charles Russell (Chair), Gerald Bouchard (Vice Chair), Alexa Lewis, Brandon Tieso, and Doug Paton.

Vote of Members after Deliberations: The following is the vote for or against Subdivision and Planned Residential Development approval of this application, with conditions as stated in this decision:

		For /Against	Date Signed
1.	Signed: <u></u> Charles Russell	<input checked="" type="checkbox"/> For / <input type="checkbox"/> Against	June 30, 2025
2.	Signed: <u></u> Gerald Bouchard	<input checked="" type="checkbox"/> For / <input type="checkbox"/> Against	June 30, 2025
3.	Signed: <u></u> Alexa Lewis	<input checked="" type="checkbox"/> For / <input type="checkbox"/> Against	June 30, 2025
4.	Signed: <u></u> Brandon Tieso	<input checked="" type="checkbox"/> For / <input type="checkbox"/> Against	June 30, 2025
5.	Signed: <u></u> Doug Paton	<input checked="" type="checkbox"/> For / <input type="checkbox"/> Against	June 30, 2025

This decision may be appealed to the Environmental Division of the Vermont Superior Court by the applicant or an interested person who participated in the proceeding. Such appeal must be taken within 30 days of the latest date of signature above, pursuant to 24 V.S.A. Section 4471 and Rule 5(b) of the Vermont Rules for Environmental Court Proceedings.

**CHARLOTTE TOWN CLERK'S OFFICE
RECEIVED FOR RECORD**

This 30th day of June A.D. 2025
 at 4 o'clock 00 minutes Pm and
 recorded in vol. 268 on page 490-495
 Attest Mary A Mead Town Clerk

**OPEN SPACE AGREEMENT
GRANT OF CONSERVATION RESTRICTIONS AND COVENANTS**

THIS AGREEMENT AND GRANT is made this ___ day of _____, 2025, by **James L. Laberge, Diane H. Leary, and Hazel Alexander Laberge**, of Charlotte, Vermont (hereinafter referred to as “Grantors”) and the **Town of Charlotte**, a municipal corporation situated in Chittenden County, Vermont (hereinafter referred to as “Municipality” or “Charlotte” or “Grantee”), acting by and through its Selectboard.

W I T N E S S E T H :

WHEREAS, the Grantors are the Owners of certain lands in the Municipality which they acquired by Warranty Deed of _____, dated February 12, 2018, and recorded at Book 232 Page 103 of the Land Records of the Municipality, known as 4670 Greenbush Road (the “Property”); and,

WHEREAS, the Grantors are developing said Property as a minor, two-lot residential subdivision and non-contiguous planned residential development (“PRD”); and,

WHEREAS, it is the intent of the Grantors that said PRD consist of a 2 lot Minor Subdivision as shown on a plat entitled “2-Lot Subdivision and Conservation Easement Plat of Survey, James L. Laberge, Diane H. Leary, and Hazel Alexander Laberge, 4670 Greenbush Road, Charlotte, Vermont,” Sheet P1, dated _____, 2025, prepared by Civil Engineering Associates, Inc., and recorded at Map Slide ___ in the Municipality’s Land Records (“the Plat”); and,

WHEREAS, the Grantors have received final subdivision approval and PRD approval from the Municipality’s Development Review Board (“DRB”) for their development pursuant to the Findings of Fact and Decision rendered in Application # DRB 25-057-PRD, dated June 25, 2025, a notice of which decision is recorded in Book _____ Pages _____ of the Land Records of the Municipality (the “Decision”); and,

WHEREAS, the Grantors, in presenting their proposal to the Municipality’s DRB, agreed that certain lands, described below, would be devoted to scenic, wildlife habitat, preservation, agricultural, recreational and open space uses, in consideration for the final subdivision and PRD approvals; and

WHEREAS, the Grantors in presenting their proposal to the DRB agreed that certain lands would remain in their open state in consideration for the final subdivision and planned residential approval; and

WHEREAS, the Grantors and Municipality recognize the value of retaining the rural character of said open space lands and preserving them in their natural, scenic and open condition in order to preserve the public's view over and across such lands and in so doing furthering their aesthetic, wildlife and ecological value; and

WHEREAS, Title 10, Chapter 155, Vermont Statutes Annotated, permits Vermont municipalities to acquire interest in land in the nature of conservation and open space restrictions and covenants; and

WHEREAS, the Municipality desires to acquire conservation and open space restrictions and covenants regarding certain lands of the Grantors in furtherance of the purposes enumerated in 10 V.S.A. Section 6301; and

WHEREAS, the purpose of this Open Space Agreement is to protect, preserve and maintain the Areas of High Public Value identified in the Decision, including Significant Forest and Wildlife Habitat, all in accordance with Chapters 7 and 8 of Charlotte's Land Use Regulations (dated November 7, 2023) and 24 V.S.A. § 4417(a)(5); and

NOW, THEREFORE, the Grantors for and in consideration of the DRB's approval of its subdivision and planned residential development, the facts above recited, and of the mutual covenants, terms, conditions and restrictions herein contained and as an absolute and unconditional transfer do hereby **FREELY GIVE, GRANT and CONVEY** unto the Town of Charlotte, its successors and assigns forever, the following conservation easement or open space restrictions and covenants over and upon the "Restricted Property" described below. The conservation and open space restrictions and covenants hereby conveyed to Charlotte consist of covenants on the part of the Grantors to do or refrain from doing, severally and collectively, the various acts set forth below. It is hereby acknowledged that said conservation and open space restrictions and covenants shall constitute servitudes upon the land and shall run with the land.

A. The Restricted Property

The "Restricted Property" consists of ±4.3 acres of land as follows:

Being ±4.3 acres located along the westerly boundary line of Lot 1 and Lot 2 as shown as "Open Space, 4.3 ac." on the Plat.

B. Restricted Uses of Restricted Property

Except as otherwise specifically provided in this Agreement, the restrictions and covenants hereby imposed upon the Restricted Property are as follows:

1. The right of public view of the Restricted Property in its natural, scenic and open condition;
2. The right of the official representatives of the Municipality, in a reasonable manner and at reasonable times, to enter and inspect the Restricted Property;
3. The right of the Municipality and Municipality alone, to enforce by injunction or proceedings at law or in equity, the covenants hereinafter set forth; and in furtherance of the foregoing affirmative rights, Grantors, for themselves and their heirs, executors, administrators and assigns, makes the following covenants, which shall run with and bind the Restricted Property in perpetuity:
 - (a) There shall be no construction or placing of any buildings or structures of any kind, temporary or permanent on the Restricted Property once the project is finally completed, except Grantors, their heirs and assigns, shall have the right, subject to the written approval of the Development Review Board, to construct permanent recreational facilities or other similar improvements related to agriculture and/or forestry.
 - (b) There shall be no filling, excavating, dredging, mining or drilling, removal of topsoil, sand, gravel, rock, minerals or other materials, nor any building of roads or change in the topography of the land in any manner other than as necessary to construct the improvements shown on the Plat or the recreational facilities specifically allowed under subsection (a) hereof.
 - (c) Grantors, their heirs and assigns, shall have the right to maintain the open space area and structures located within the open space area in an orderly and presentable manner including the right to plant shrubbery from time to time and to keep the grass trimmed and to take any other normal maintenance action in maintaining the pleasant appearance of the open space.
 - (d) There shall be no dumping of ashes, trash, garbage or other unsightly or offensive material, and no changing of the topography through the placing of soil or other substance of materials such as landfill except as required during construction and completion of the project as approved.
 - (e) There shall be no operation of dune buggies, motorcycles, all-terrain vehicles or any other types of motorized vehicles on the Restricted Property except for motorized vehicles used in the normal course of access and maintenance of the Restricted Property, or motorized vehicles necessary to accommodate users of differing abilities.

- (f) There shall be no activities or uses on the Restricted Property that shall be significantly detrimental to drainage, flood control, water conservation, fish and wildlife or habitat preservation.

Grantors, for themselves and their heirs and assigns, agree to pay any real estate taxes or other assessments levied by competent authorities on the Restricted Property and to relieve the Municipality from responsibility for maintaining the Restricted Property.

Grantors agree that the terms, conditions, restrictions, and purposes of this grant will be inserted by reference in any subsequent deed, or other legal instrument, by which Grantor divests themselves of either fee simple title or possessory interest in the Restricted Property or in any of the Property forming a part of the development.

TO HAVE AND TO HOLD the said conservation easement and restriction unto the Municipality and its successors and assigns forever.

It is the intention of the parties hereto that the grant of easements and covenants herein is pursuant to the authority set forth in Title 10, Chapter 155, Vermont Statutes Annotated, as presently enacted and from time to time hereinafter amended, and that all of the provisions of said Chapter shall be binding upon Grantors, their heirs and assigns and upon the Restricted Property, and shall inure to the benefit of the Municipality, its successors and assigns.

If any part of this Agreement shall be decreed to be invalid by any court of competent jurisdiction, such decree shall not be interpreted so as to invalidate the remainder of this Agreement.

Although this conservation restriction and easement will benefit the public as provided above, nothing herein shall be construed to convey a right to the public of access or use of the Restricted Property, and Grantors, for themselves and their heirs and assigns, shall retain exclusive right to use the Restricted Property for all purposes not inconsistent with this conservation restriction and easement.

IN WITNESS WHEREOF, the parties execute this Agreement as of this _____ day of _____, 2025.

James L. Laberge

Diane H. Leary

Hazel Alexander Laberge

STATE OF VERMONT
CHITTENDEN COUNTY, ss.

At _____, Vermont, this ____ day of _____, 2025, **James L. Laberge, Diane H. Leary, and Hazel Alexander Laberge**, personally appeared, and they acknowledged this instrument, by them signed and sealed to be their free act and deed.

Before me, _____
Notary Public
My Commission Expires: 1/31/2027
My Commission No.: _____

IN WITNESS WHEREOF, the undersigned executes this Agreement as of this _____ day of _____, 2025.

TOWN OF CHARLOTTE

By: _____
Lee Krohn, Selectboard Chair and
Duly Authorized Agent

STATE OF VERMONT
CHITTENDEN COUNTY, ss.

At Charlotte, Vermont, this ____ day of _____, 2025, **Lee Krohn**, Selectboard Chair and Duly Authorized Agent of the **Town of Charlotte**, personally appeared, and he acknowledged this instrument, by him signed and sealed to be his free act and deed of the **Town of Charlotte**.

Before me, _____
Notary Public
My Commission Expires: 1/31/2027
My Commission No.: _____

STATE OF VERMONT

SUPERIOR COURT

ENVIRONMENTAL DIVISION

TOWN OF CHARLOTTE)
 Plaintiff,)
)
v.)
)
RESET PROPERTIES, LLC)
 Defendant.)

DOCKET NO. 65-5-17 Vtec

ORDER OF CONTEMPT

Based on Plaintiff Town of Charlotte’s (the “Town”) Motion for Contempt, Memorandum of Law in support thereof, and the evidence submitted at the Show Cause hearing on September 9, 2019, the Town’s Motion for Contempt is **GRANTED**, and it is **ORDERED** that:

1. Pursuant to the Court’s Judgment Order, dated October 24, 2017, Defendant was required to remove from the Property the outdoor flood lights on the exterior of the structure, or install on each outdoor light a shield, hood, or other device that prevents both the outdoor lights on the Property structure from illuminating land beyond the Property, and the use on the Property from causing or maintaining glare, lumen, light, or reflection which constitutes a nuisance to the residents of the neighboring properties.

2. As of the date of the Show Cause hearing, Defendant has not complied with the requirements of the Court’s Judgment Order, dated October 24, 2017.

3. On or before thirty (30) days from the date of service of this Order on Defendant, Defendant shall to the Town’s satisfaction: (A) remove the outdoor flood lights on the exterior of the structure on the Property, or (B) obtain the necessary

zoning approvals to install each outdoor light that has a shield, hood or other device that prevents the outdoor lights on the structure from both: (i) illuminating land beyond the Property, and (ii) the use on the Property from causing or maintaining glare, lumen, light, or reflection on neighboring properties.

4. On or before thirty (30) days from the date of service of this Order on Defendant, Defendant shall pay \$1,000 to the Town of Charlotte for Defendant's failure and/or refusal to comply with the requirements of the Court's Judgment Order, dated October 24, 2017. This coercive penalty shall continue to be due unless and until, on or before thirty (30) days from the date of service of this Order on Defendant, Defendant to the Town's satisfaction: (A) removes the outdoor flood lights on the exterior of the structure on the Property, or (B) obtains the necessary zoning approvals to install each outdoor light that has a shield, hood or other device that prevents the outdoor lights on the structure from both: (i) illuminating land beyond the Property, and (ii) the use on the Property from causing or maintaining glare, lumen, light, or reflection on neighboring properties.

5. After thirty (30) days from the date of service of this Order on Defendant, if Defendant fails to take the remedial measures outlined herein, then the Town, its agents, employees or contractors, shall have the right, but not the obligation, upon a minimum of 24 hours' prior written notice, to enter upon Defendant's Property and remove the exterior lighting fixtures on the Property and take possession of them.

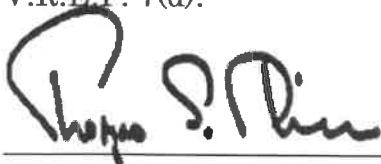
6. If the Town, its agents, employees or contractors, undertakes removal of the exterior lighting fixtures on the Property, it shall be entitled to additional fines in the

amount of \$325.00, which is a reasonable estimate of the costs of the Town's work to remove the exterior lighting fixtures on the Property.

7. On or before thirty (30) days from the date of service of this Order of Contempt on Defendant, Defendant shall pay to the Town of Charlotte its reasonable attorneys' fees and costs incurred in pursuing its Motion for Contempt, which based on the Affidavit of David W. Rugh, Esq. as Counsel for the Town of Charlotte amount to \$5,911.94.

8. Based on the foregoing, the total judgment amount for Defendant's contempt is \$5,911.94, assuming Defendant takes the remedial measures outlined herein within thirty (30) days from the date of service of this Order of Contempt on Defendant. If Defendant does not take such remedial measures and fails to purge itself of the contempt such that the Town exercises its right to remove the exterior lighting fixtures on the Property, then the judgment amount for Defendant's contempt is \$7,236.94. This judgment amount shall be in addition to the fines assessed in the Court's previous October 24, 2017 Judgment Order in the amount of \$4,525, and post-judgment interest pursuant to 12 V.S.A. § 2903(c) of \$950.25, which has accrued as of the date hereof, totaling \$5,475.25.

Electronically signed on September 18, 2019 at Newfane, Vermont, pursuant to V.R.E.F. 7(d).



Thomas S. Durkin, Superior Judge
Environmental Division

CHARLOTTE TOWN CLERK'S OFFICE

RECEIVED FOR RECORD

This 10th day of January A.D. 2018
at 11 o'clock 0 minutes A m and
recorded in vol. 231 on page 596-598
A Ch M B L A S Town Clerk

VERMONT SUPERIOR COURT
ENVIRONMENTAL DIVISION



(802) 951-1740

Hon. Thomas S. Durkin
Hon. Thomas G. Walsh
Jennifer Teske, Court Operations Manager
Laura Zeisel, Case Manager
Diane C. Chamberlin, Docket Clerk

32 Cherry St., 2nd Floor, Ste. 303
Burlington, VT 05401

Town of Charlotte v Reset Properties, LLC

Docket # 65-6-17 Vtec

In the above captioned matter Judge Thomas Durkin issued a Judgment Order dated October 24, 2017. The thirty (30) day timeframe for filing a notice of appeal to the Vermont Supreme Court has expired. Therefore, the Judgment Order dated October 24, 2017 is absolute and the final decision in the above captioned matter.

Enclosed is a certified copy of the Judgment Order October 24, 2017.

I, Jennifer Teske, Court Operations Manager of the Vermont Superior Court, Environmental Division certify the above statements to be true.

12/20/17

Date


Jennifer Teske
Court Operations Manager

STATE OF VERMONT

SUPERIOR COURT

ENVIRONMENTAL DIVISION

Environmental Division Unit

Docket No. 65-5-17 Vtec

**Town of Charlotte,
Plaintiff,**

v.

**Reset Properties, LLC,
Defendant.**

JUDGMENT ORDER

For all the reasons expressed in the Decision on Motion for default Judgment that accompanies this Judgment Order the Court does hereby impose the following injunctive relief and fines against Defendant Reset Properties, LLC and in favor of Town of Charlotte (hereinafter referred to as "Plaintiff" or "Town") concerning the development that Defendant has conducted, without the authority of a zoning permit, on its property located at 821 Ferry Road in the Town of Charlotte, Vermont (the "Property"):

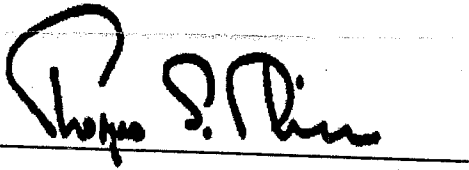
- 1.) Defendant is hereby ordered to remove from the Property the outdoor flood lights on the exterior of the structure, or install on each outdoor light a shield, hood, or other device that prevents both the outdoor lights on the Property structure from illuminating land beyond the Property, and the use on the Property from causing or maintaining glare, lumen, light, or reflection which constitutes a nuisance to the residents of the neighboring properties. Defendant is further directed to complete these curative measures within 30 days of service of this Order.
- 2.) If Defendant fails to remove the lights or install shields, hoods, or other devices within 30 days of the service of this Order, Plaintiff, its agents, employees or contractors shall have the right, but not the obligation, upon a minimum of 24 hours prior notice, to enter upon the Property during weekday business hours to undertake the removal or installation.
- 3.) If Plaintiff, its agents, employees or contractors undertake removal or installation activities, Plaintiff shall be entitled to file a lien on the Property equal to the reasonable costs incurred by Plaintiff, in addition to any fines imposed by this Decision that remain unpaid. The amount of the lien may be evidenced by an affidavit executed by an authorized officer of the Plaintiff and served on Defendant and may be recorded in the

Town of Charlotte Land Records, together with a certified copy of this Judgment Order and the accompanying Decision.

- 4.) The Court also awards judgment for fines, pursuant to our Decision, against Defendant and in favor of the Town in the amount of \$4,525.00.
- 5.) In the event that Defendant fails to take the curative action directed by this Judgment Order and the accompanying Decision within the specified 30 days, Plaintiff Town shall be entitled to seek further fines and a contempt order against Defendant.

This completes the current proceedings before the Court.

Electronically signed on October 24, 2017, at Burlington, Vermont, pursuant to V.R.E.F. 7(d).



Thomas S. Durkin, Superior Judge

12/20/17
 OF THE ORIGINAL AS THE SAME APPEARS
 ON FILE IN THIS OFFICE
 Dawn Chamberlain
 CLERK - JUDICIAL BRANCH OF VERMONT
 Act

Why Are we Evaluating This Project?

- Town baseline energy cost projected to be \$1.1 not including equipment replacement.
- Green mountain power electricity anticipated to go to 6-8% increases between 2025-2034
 - Does not include existing tariff
 - Does not include AI pressures on electric generation
- VT act 179 & one big beautiful bill aggressively phase out incentives to go solar and heat pumps both individually and as a municipality
- It's estimated the status quo for town buildings will release 2.3 million pounds of carbon in the next 25 years (no growth assumption)
- Town plan sets goals of eliminating carbon (status quo will impart \$212K of environmental damage)
- Town HVAC equipment is aging without a succession plan

July 25 VT PUC Change

Previous CPG 15KW AC limit increased to 25KW AC.

Impact to this project: Generally positive for possibly reducing infrastructure and provides more flexibility to meet or extend our needs.

HR1 OBBD Impact to Project

Direct Pay 30% solar credit phase out is 12 months (July 3rd 2025), Residential is 12/31/25 FYI

Executive Order Impact to Project

Executive Orders

By the authority vested in me as President by the Constitution and the laws of the United States of America, it is hereby ordered:

Section 1. Purpose. For too long, the Federal Government has forced American taxpayers to subsidize expensive and unreliable energy sources like wind and solar. The proliferation of these projects displaces affordable, reliable, dispatchable domestic energy sources, compromises our electric grid, and denigrates the beauty of our Nation's natural landscape. Moreover, reliance on so-called "green" subsidies threatens national security by making the United States dependent on supply chains controlled by foreign adversaries. Ending the massive cost of taxpayer handouts to unreliable energy sources is vital to energy dominance, national security, economic growth, and the fiscal health of the Nation.

Sec. 2. Policy. It is the policy of the United States to:

- (a) rapidly eliminate the market distortions and costs imposed on taxpayers by so-called "green" energy subsidies;
- (b) build upon and strengthen the repeal of, and modifications to, wind, solar, and other "green" energy tax credits in the One Big Beautiful Bill Act; and
- (c) end taxpayer support for unaffordable and unreliable "green" energy sources and supply chains built in, and controlled by, foreign adversaries.

Sec. 3. Tax Credits and One Big Beautiful Bill Act Implementation by the Department of the Treasury. (a) Within 45 days following enactment of the One Big Beautiful Bill Act, the Secretary of the Treasury shall take all action as the Secretary of the Treasury deems necessary and appropriate to strictly enforce the termination of the clean electricity production and investment tax credits under sections 45Y and 48E of the Internal Revenue Code for wind and solar facilities. **This includes issuing new and revised guidance as the Secretary of the Treasury deems appropriate and consistent with applicable law to ensure that policies concerning the "beginning of construction" are not circumvented, including by preventing the artificial acceleration or manipulation of eligibility and by restricting the use of broad safe harbors unless a substantial portion of a subject facility has been built.**

- (b) Within 45 days following enactment of the One Big Beautiful Bill Act, the Secretary of the Treasury shall take prompt action as the Secretary of the Treasury deems appropriate and consistent with applicable law to implement the enhanced Foreign Entity of Concern restrictions in the One Big Beautiful Bill Act.

Sec. 4. One Big Beautiful Bill Act Implementation by the Department of the Interior. (a) Within 45 days following enactment of the One Big Beautiful Bill Act, the Secretary of the Interior shall conduct a review of regulations, guidance, policies, and practices under the Department of the Interior's jurisdiction to determine whether any provide preferential treatment to wind and solar facilities in comparison to dispatchable energy sources. The Secretary of the Interior shall then revise any identified regulations, guidance, policies, and practices as appropriate and consistent with applicable law to eliminate any such preferences for wind and solar facilities.

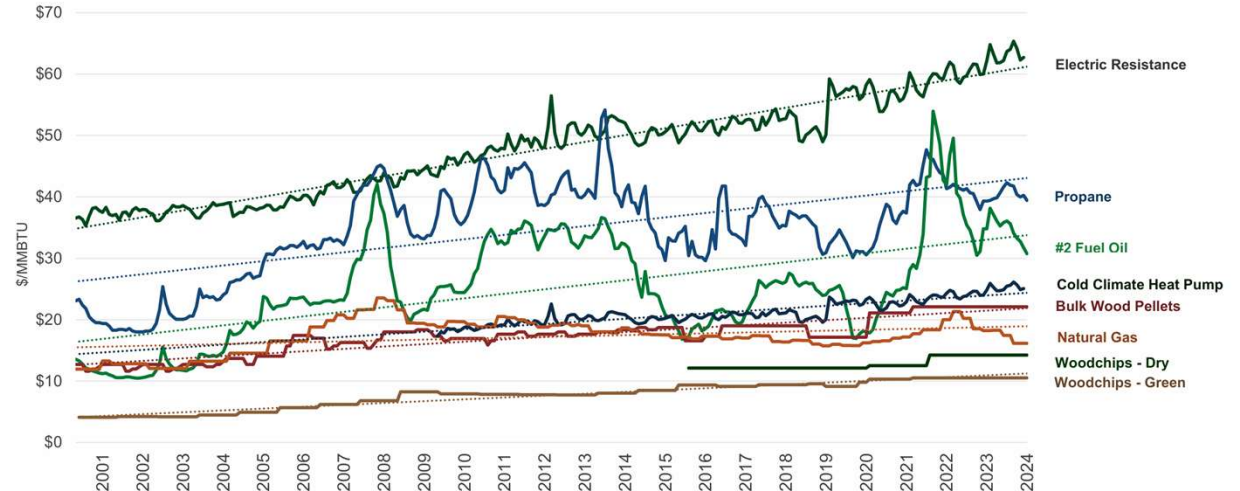
Highly Interpretable & Confusing

This includes issuing new and revised guidance as the Secretary of the Treasury deems appropriate and consistent with applicable law to ensure that policies concerning the "beginning of construction" are not circumvented, including by preventing the artificial acceleration or manipulation of eligibility and by restricting the use of broad safe harbors unless a **substantial** portion of a subject facility has been built.

What Are We Doing?

- Buy town electricity NOT met by garage production for roughly half price (credit dependent)
- Provide more efficient electric heating and cooling equipment while maintaining comfort
- Phase out existing inefficient and carbon intensive equipment
 - Decreases electricity needed for Air Conditioning
 - Reduces Volatile & Expensive Fossil Fuels 95% for heating
 - Replaces volatile inflation prone fuel cost with stable long-term electricity

Vermont Heating Fuel Price Trends (\$/MMBTU)



Fossil heating fuel prices are more volatile than electricity and wood fuels. Utility gas prices are regulated in Vermont helping to smooth out the gas commodity market price. The above graph shows prices from 2001 through 2024. Heating oil and propane prices haven't fallen since 2022.

Source: Department of Public Service compilation with data contributions Energy Action Network.

Where will this impact

Town hall (new equipment, possible ground array or tracker)

Fire & rescue (new equipment, possible roof, ground or tracker array)

Senior center (new equipment, possible roof array)

Possibly garage

Optionally thompsons point (possible ground or tracker array)

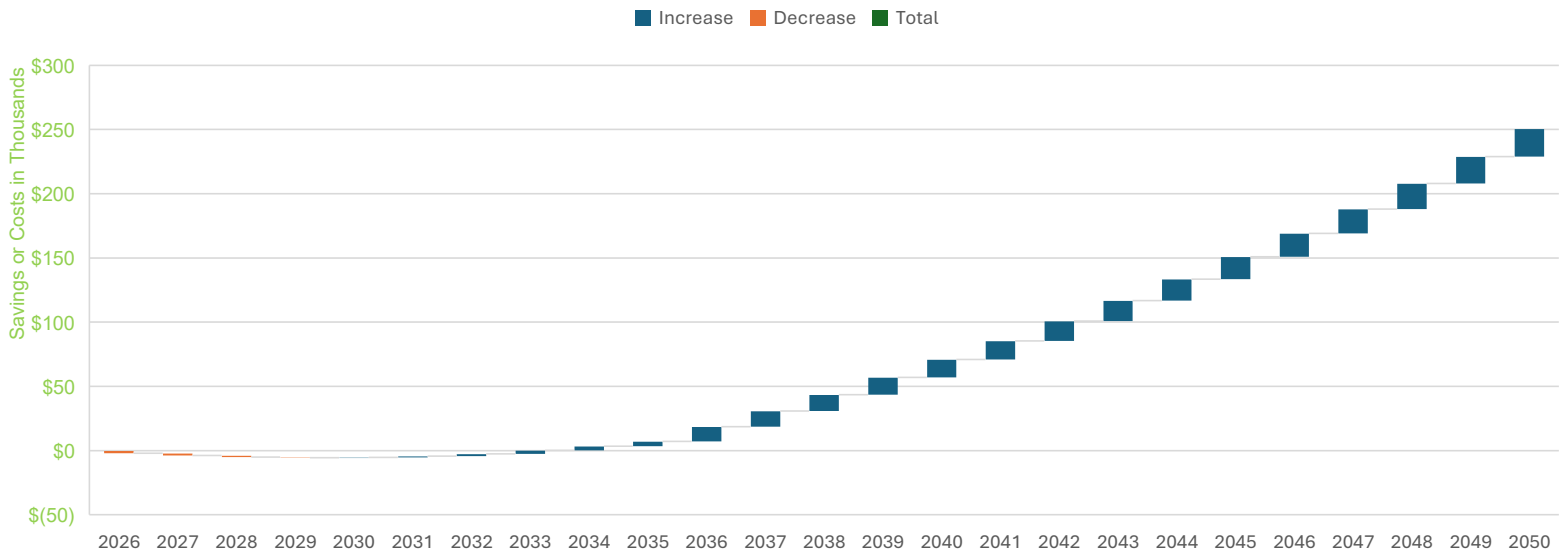
Cost Model Details

- Uses actual installer quotes
- Evaluates solar production to meet existing demand
- Evaluates heat pump replacement with GMP
- Evaluates heat pump & solar combination
- Factors in
 - Energy inflation profiles
 - Utility rate consumption / production costs (e.G. Day vs night)
 - Cost of money
 - Insurance & maintenance (coming)
 - Federal and local incentives
 - Public utility rate differential changes
 - Fuel for backup legacy systems
 - Old equipment replacement

Example 1

Limited Solar (24K) Alone With Loan (6/2026)

25 Year Savings with Annual Tax Impact (\$ Thousands)

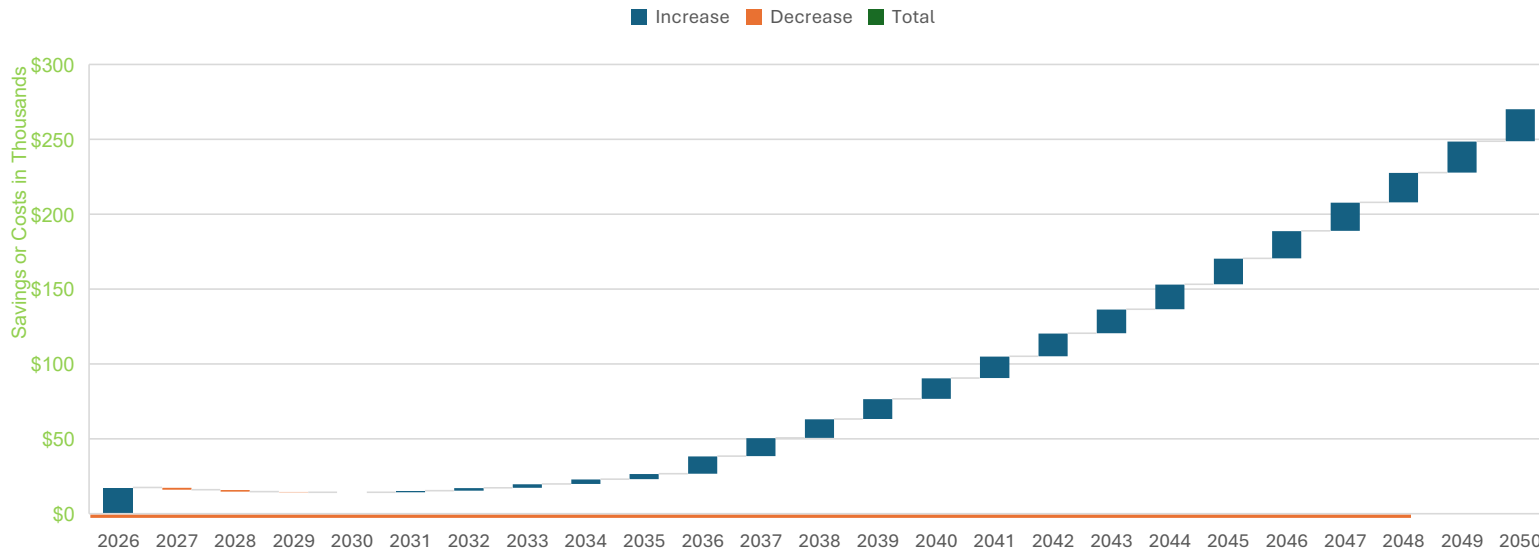


Annual Taxpayer Benefit or (Shortage)	Cumulative Taxpayer Savings or Cost
0	0
\$(2,121)	\$(2,121)
\$(1,670)	\$(3,791)
\$(1,192)	\$(4,983)
\$(522)	\$(5,505)
\$201	\$(5,305)
\$981	\$(4,324)
\$1,822	\$(2,502)
\$2,618	\$116
\$3,228	\$3,344
\$3,743	\$7,086
\$11,592	\$18,679
\$12,148	\$30,826
\$12,725	\$43,551
\$13,325	\$56,876
\$13,948	\$70,824
\$14,596	\$85,420
\$15,269	\$100,689
\$15,969	\$116,658
\$16,696	\$133,355
\$17,452	\$150,807
\$18,238	\$169,045
\$19,055	\$188,101
\$19,904	\$208,005
\$20,787	\$228,791
\$21,704	\$250,496

Example 2

Limited Solar Alone (24K) With Loan & Incentive

25 Year Savings with Annual Tax Impact (\$ Thousands)

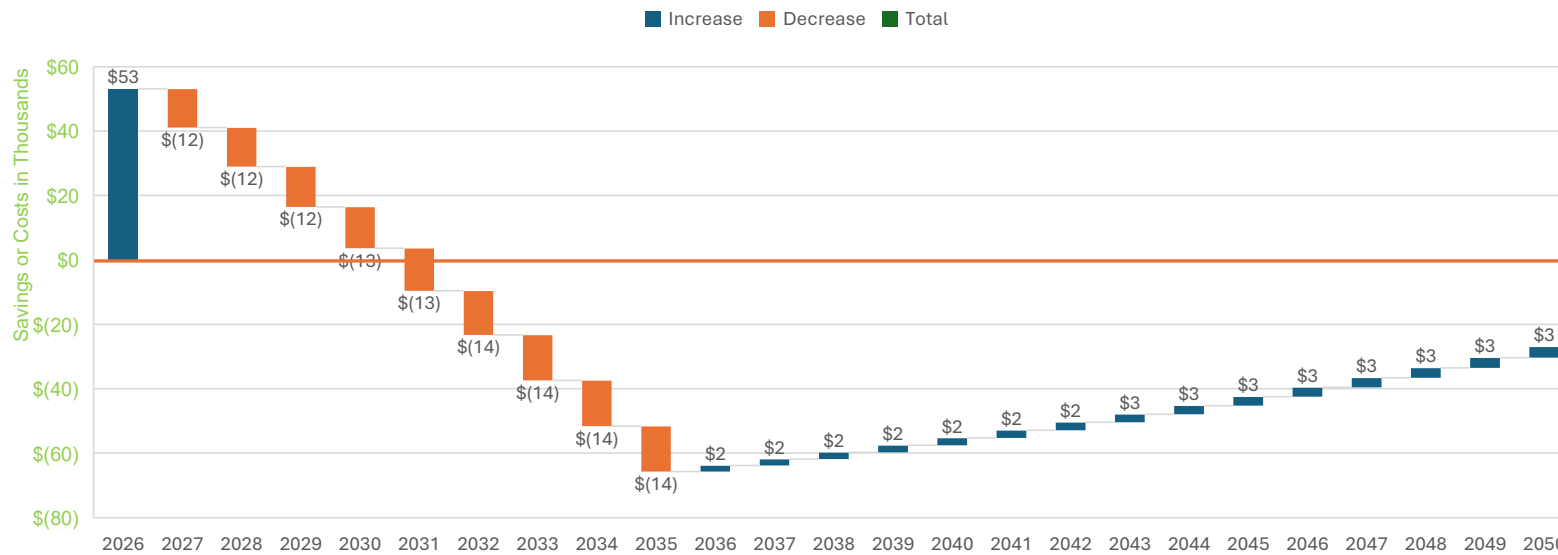


Annual Taxpayer Benefit or (Shortage)	Cumulative Taxpayer Savings or Cost
0	0
\$17,634	\$17,634
670	\$15,964
\$(1,192)	\$14,771
\$(522)	\$14,249
\$201	\$14,450
\$981	\$15,430
\$1,822	\$17,252
\$2,618	\$19,870
\$3,228	\$23,098
\$3,743	\$26,841
\$11,592	\$38,433
\$12,148	\$50,581
\$12,725	\$63,305
\$13,325	\$76,630
\$13,948	\$90,578
\$14,596	\$105,174
\$15,269	\$120,443
\$15,969	\$136,412
\$16,696	\$153,109
\$17,452	\$170,561
\$18,238	\$188,800
\$19,055	\$207,855
\$19,904	\$227,759
\$20,787	\$248,546
\$21,704	\$270,250

Example 3

Heat Pumps With Incentives & GMP Electricity

25 Year Savings with Annual Tax Impact (\$ Thousands)

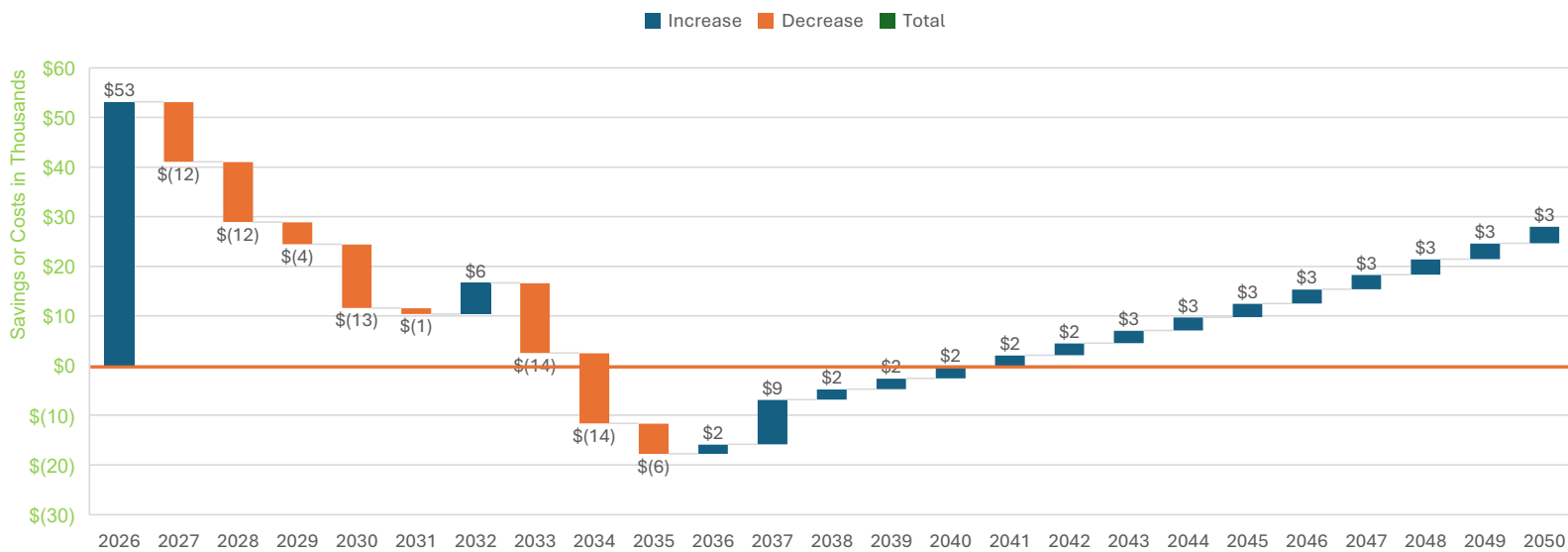


Annual Taxpayer Benefit or (Shortage)	Cumulative Taxpayer Savings or Cost
\$53,124	\$53,124
\$(12,076)	\$41,048
\$(12,140)	\$28,908
\$(12,455)	\$16,453
\$(12,820)	\$3,632
\$(13,241)	\$(9,608)
\$(13,722)	\$(23,330)
\$(14,109)	\$(37,439)
\$(14,205)	\$(51,644)
\$(14,133)	\$(65,777)
\$1,938	\$(63,839)
\$2,016	\$(61,823)
\$2,097	\$(59,726)
\$2,180	\$(57,546)
\$2,268	\$(55,278)
\$2,358	\$(52,920)
\$2,453	\$(50,467)
\$2,551	\$(47,917)
\$2,653	\$(45,264)
\$2,759	\$(42,505)
\$2,869	\$(39,636)
\$2,984	\$(36,652)
\$3,103	\$(33,548)
\$3,228	\$(30,321)
\$3,357	\$(26,964)

Example 4

Heat Pumps With Incentives & GMP Electricity Vs Legacy Replacement

25 Year Savings with Annual Tax Impact (\$ Thousands)

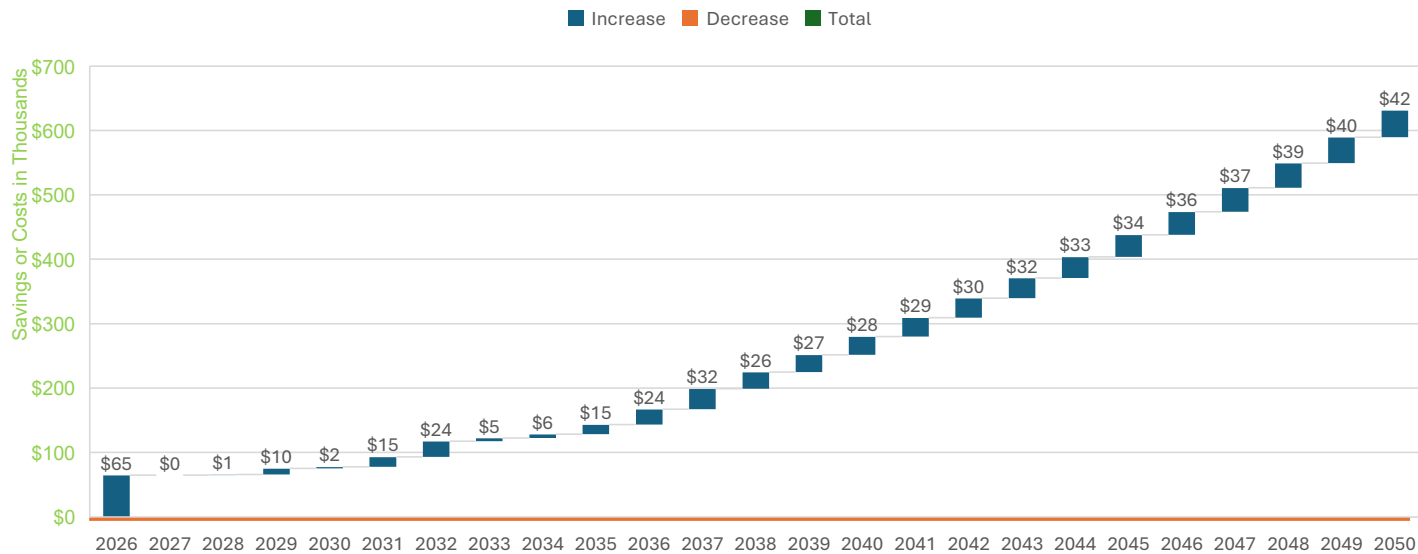


Annual Taxpayer Benefit or (Shortage)	Cumulative Taxpayer Savings or Cost
\$53,124	\$53,124
\$(12,076)	\$41,048
\$(12,140)	\$28,908
\$(4,455)	\$24,453
\$(12,820)	\$11,632
\$(1,241)	\$10,392
\$6,278	\$16,670
\$(14,109)	\$2,561
\$(14,205)	\$(11,644)
\$(6,133)	\$(17,777)
\$1,938	\$(15,839)
\$9,016	\$(6,823)
\$2,097	\$(4,726)
\$2,180	\$(2,546)
\$2,268	\$(278)
\$2,358	\$2,080
\$2,453	\$4,533
\$2,551	\$7,083
\$2,653	\$9,736
\$2,759	\$12,495
\$2,869	\$15,364
\$2,984	\$18,348
\$3,103	\$21,452
\$3,228	\$24,679
\$3,357	\$28,036

Example 5

Heat Pumps With Incentives & Solar Vs Legacy Replacement

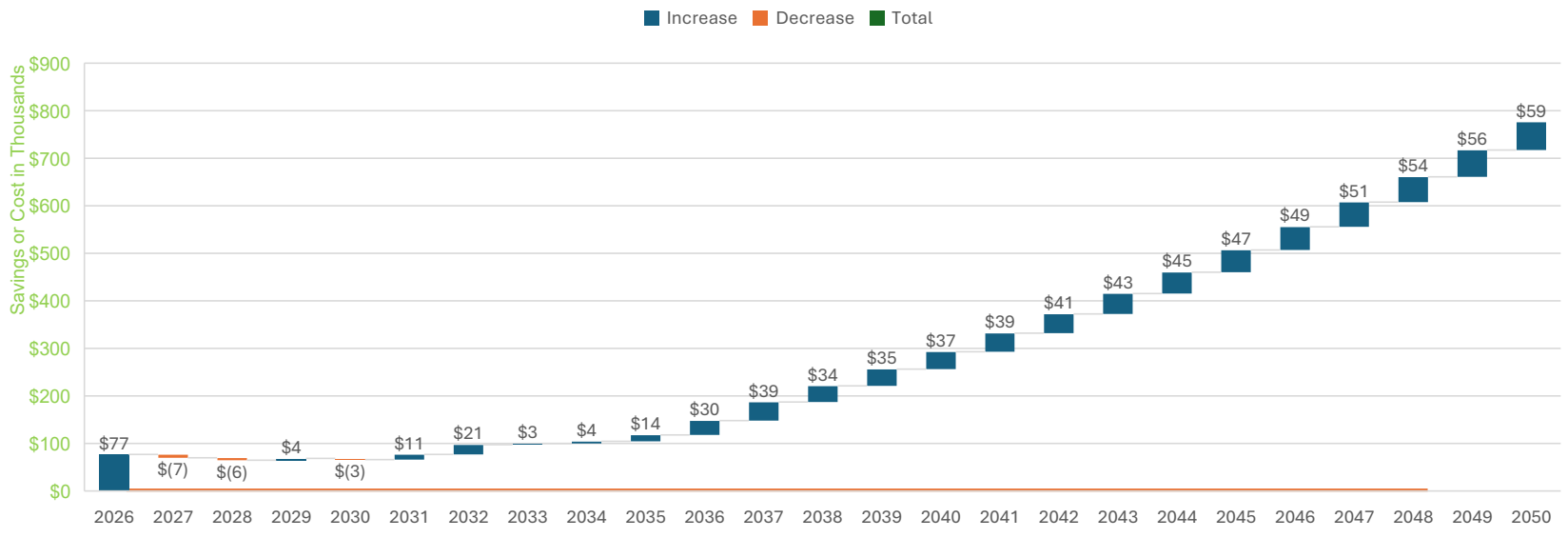
25 Year Savings with Annual Tax Impact (\$ Thousands)



Scenario 1 – 80K CVFRS Roof & HP Overlay Single Roof Array With Incentives & Loan

100% LTV
120 mo 2.125%
4% fuel
Mid profile Electric
Replacement Added
PUC Penalty

25 Year Combined Savings with Annual Tax Impact (\$ Thousands)



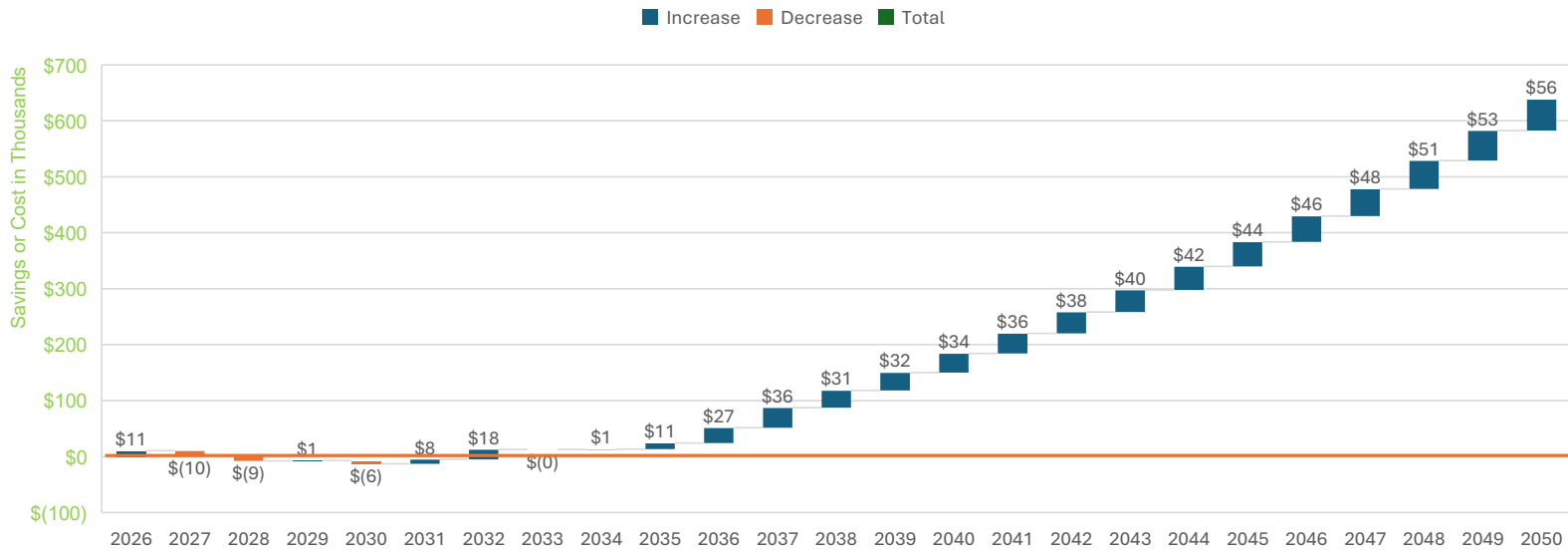
Combined	
Annual Taxpayer Benefit or (Shortage)	Cumulative Taxpayer Savings or Cost
0	0
\$76,936	\$76,936
\$(6,812)	\$70,124
\$(5,601)	\$64,523
\$3,872	\$68,395
\$(2,566)	\$65,830
\$11,093	\$76,922
\$20,853	\$97,775
\$2,585	\$100,361
\$4,119	\$104,480
\$13,565	\$118,045
\$30,378	\$148,423
\$38,939	\$187,362
\$33,560	\$220,922
\$35,244	\$256,166
\$36,994	\$293,160
\$38,813	\$331,973
\$40,702	\$372,675
\$42,666	\$415,341
\$44,706	\$460,047
\$46,827	\$506,874
\$49,031	\$555,905
\$51,321	\$607,226
\$53,702	\$660,927
\$56,176	\$717,103
\$58,747	\$775,850

*savings higher than baseline because baseline does not include equipment upgrades and additional electrical growth capacity

Scenario 1a – 80K CVFRS Roof & HP Overlay Single Roof Array ~~With Incentives & Loan~~

100% LTV
120 mo 2.125%
4% fuel
Mid profile Electric
Replacement Added

25 Year Combined Savings with Annual Tax Impact (\$ Thousands)



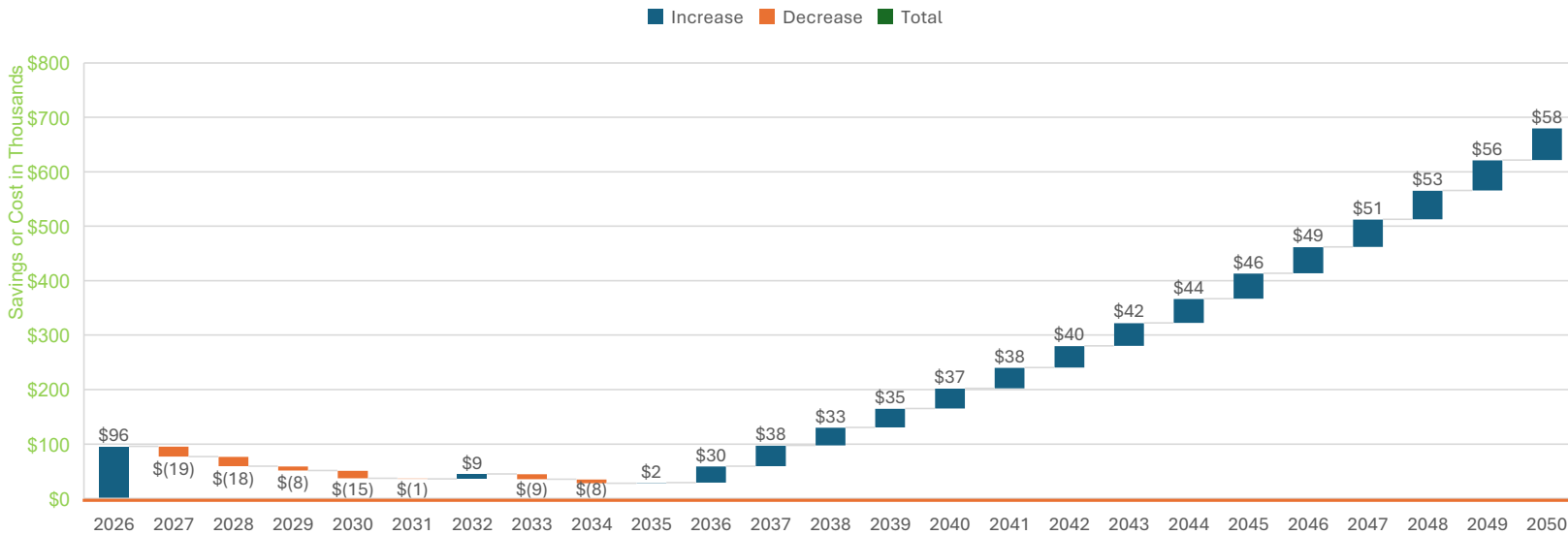
Combined	
Annual Taxpayer Benefit or (Shortage)	Cumulative Taxpayer Savings or Cost
0	0
\$10,838	\$10,838
\$(9,942)	\$896
\$(8,717)	\$(7,821)
\$769	\$(7,052)
\$(5,656)	\$(12,707)
\$8,016	\$(4,692)
\$17,790	\$13,098
\$(465)	\$12,633
\$1,081	\$13,714
\$10,540	\$24,254
\$27,367	\$51,621
\$35,940	\$87,561
\$30,573	\$118,134
\$32,270	\$150,405
\$34,033	\$184,438
\$35,864	\$220,302
\$37,766	\$258,068
\$39,742	\$297,810
\$41,795	\$339,605
\$43,928	\$383,533
\$46,144	\$429,676
\$48,446	\$478,123
\$50,839	\$528,962
\$53,325	\$582,287
\$55,909	\$638,196

Scenario 2 – Trackers

Multiple Trackers With Incentives & Loan

100% LTV
 120 mo 2.125%
 4% fuel
 Mid profile Electric
 Replacement Added

25 Year Combined Savings with Annual Tax Impact (\$ Thousands)

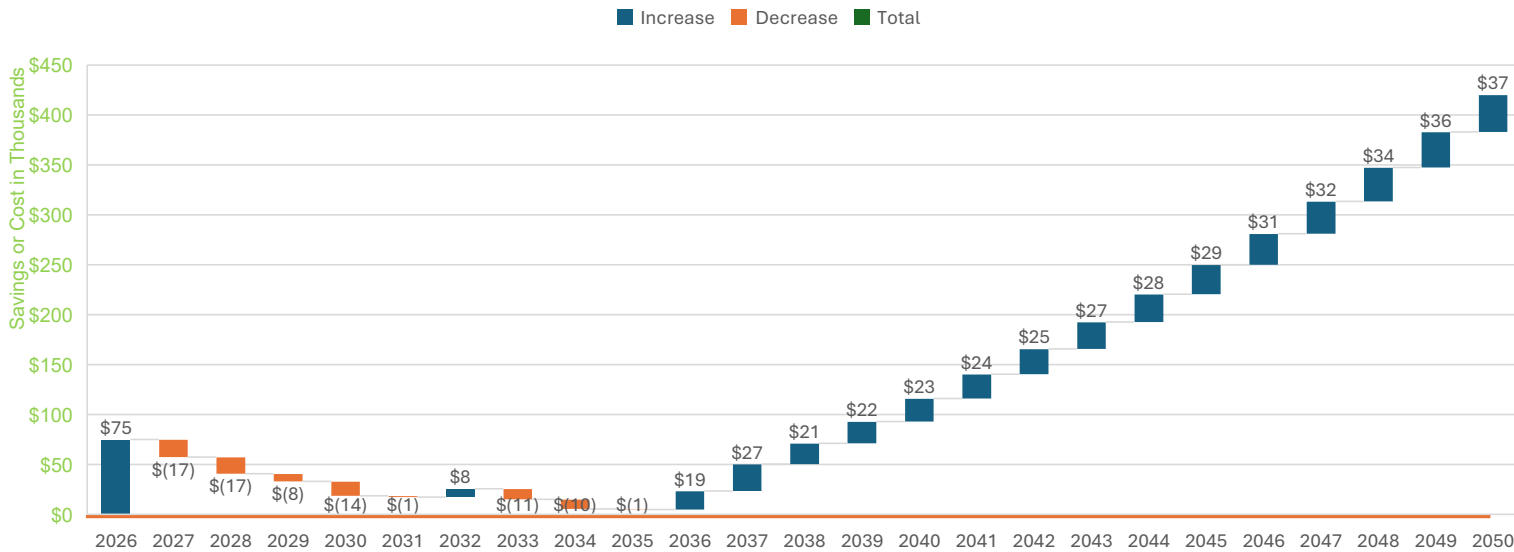


Combined	
Annual Taxpayer Benefit or (Shortage)	Cumulative Taxpayer Savings or Cost
0	0
\$95,895	\$95,895
\$(18,779)	\$77,116
\$(17,565)	\$59,551
\$(8,091)	\$51,460
\$(14,527)	\$36,933
\$(867)	\$36,067
\$8,896	\$44,963
\$(9,370)	\$35,593
\$(7,834)	\$27,758
\$1,613	\$29,372
\$29,881	\$59,253
\$38,443	\$97,696
\$33,066	\$130,762
\$34,752	\$165,514
\$36,504	\$202,018
\$38,324	\$240,343
\$40,216	\$280,558
\$42,181	\$322,739
\$44,223	\$366,963
\$46,346	\$413,308
\$48,551	\$461,860
\$50,843	\$512,703
\$53,226	\$565,929
\$55,701	\$621,630
\$58,275	\$679,905

Scenario 3 – No Firehouse

TH Ground, Sr Roof Array With Incentives & Loan

25 Year Combined Savings with Annual Tax Impact (\$ Thousands)



Combined	
Annual Taxpayer Benefit or (Shortage)	Cumulative Taxpayer Savings or Cost
0	0
\$74,900	\$74,900
\$(17,490)	\$57,410
\$(16,661)	\$40,749
\$(7,586)	\$33,162
\$(14,437)	\$18,725
\$(1,209)	\$17,516
\$8,106	\$25,622
\$(10,625)	\$14,997
\$(9,574)	\$5,424
\$(629)	\$4,795
\$18,729	\$23,524
\$26,748	\$50,272
\$20,807	\$71,079
\$21,907	\$92,986
\$23,050	\$116,036
\$24,237	\$140,273
\$25,471	\$165,744
\$26,753	\$192,497
\$28,084	\$220,581
\$29,468	\$250,049
\$30,906	\$280,955
\$32,400	\$313,355
\$33,953	\$347,308
\$35,566	\$382,874
\$37,243	\$420,117

Factors We Considered

Financial

- Best bang for the buck
- Working within incentive structures
- Working with PUC production limits
- Net metering restrictions
- Cognizant of triggering rate changes
- CVFRS Isolation

Implementation

- Solar Exposure
- Access to Utilities
- Possible Service upgrade costs
- Tree and maintenance costs
- Aesthetics (roof generally preferred)

What are the risks?

Implementation

- Execution timing greatly impacts ROI and Breakeven
 - CVFRS requires concurrent decision with Selectboard
 - Supply chain is being stressed
 - Foreign HP Models subject to pricing fluctuation
- CVFRS Air To Water Solution Requires A More Rigorous Analysis
- Senior Center Roof
- Loan availability or terms may change
- Electrical Service Upgrade Not Assessed Yet
- Tariffs make equipment selection difficult
- Historical or Environmental Considerations

Post Implementation

- More exposure to extreme weather events
- Ownership and maintenance/insurance of production equipment
- Downtime Uncertainty
- Further negative legislative and utility exposure

What Is The Committee Asking For?

Take The Fiscally Responsible Approach To Future Town
Building Energy Costs

Stabilize Town Energy Costs

Action To Reduce Carbon Footprint

-
- Commitment To Proceed To Green Loan Application
Contingent Upon Vote & Final Configuration Approval
 - Willingness To Support Getting To A Timely Town Vote Based
Off Analysis Thus Far