

1 **CHARLOTTE SELECTBOARD MEETING**
2 **Monday, June 24, 2024**
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:* James Faulkner, Chair; Frank Tenney, Vice Chair;
8 Lewis Mudge; Natalie Kanner; Kelly Devine (absent)
9

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

12 **OTHERS:**

13 **In person:** Julian Kulski, Moe Harvey, Mary Mead, Laurie Moser, Damaris Herlihy, JD Herlihy,
14 Mark Moser, King Milne, Charlie Pugh, John Snow, Margaret Woodruff, Cheryl Sloan, Robin
15 Coleburn, Robert Coleburn, Chris Boffa, Richard Henrickson, Jessie Price, Lila Webster, Myra
16 Handy, Vince Crockenburg, Lane Morrison, Elisa Fante, Ruth Uphold, Vincent Comal, Claudia
17 Mucklow, Alexa Lewis, Sharon Mount, Susan Smith, John Limanek, Cathy Hunter, Louis Cox,
18 Frances Foster, Bill Regan, Jack Pilla, Charles Russell
19

20
21 **Remote:** Paul Plante, Brett Yates, Carrie Spear, Deirdre Holmes, Junior Lewis, Lori York,
22 Nancy Faulkner, Rebecca Foster, Stephen Hale, Lynne Hale, Tanna Kelton, Jenny Cole
23

24 **AGENDA ITEMS:**

25 6:30 PM Adjustments to the Agenda
26 6:31 PM Approve Warrants to Pay Bills
27 6:35 PM Selectboard and Town Administrator Updates
28 1. Lewis Mudge – Update on the Personnel Policy re. Section 5.1 Health Benefits
29 2. Nathaniel Bareham – Update on CCRPC West Village Traffic Study
30 6:50 PM Public Comment
31 6:55 PM Discussion of letter sent by representatives of the Rutter Family Tree Fund
32 7:10 PM Discussion and possible action on the installation of an awning on the Library’s
33 porch
34 7:20 PM Discussion and possible action on a Trails Committee request for the Selectboard
35 to amend their authorization of Trail Reserve Funds for the Ferry Road Bridge
36 7:30 PM Presentation and possible action on an easement between the Town of Charlotte
37 and Charlotte Village Partners, LLC
38 7:45 PM Presentation and possible action on an agricultural lease between the Town of
39 Charlotte and Tim Van De Weert
40 7:55 PM Discussion of traffic calming measures in the East Village
41 8:10 PM Cannabis Control Commission Applications:
42 1. VT CCB Application S-000007830
43 2. VT CCB Application S-000007429
44 8:20 PM Approve Meeting Minutes for June 10, 2024
45 8:25 PM Adjournment

46

47 Call to Order

48 James Faulkner called the meeting to order at 6:33 p.m.

49 James Faulkner stated that Kelly Devine won't be present this evening because she's out of the
50 country, in Ukraine, as of a few days ago helping with the cause.

51

52 Adjustments to the Agenda

53 None.

54

55 Approve Warrants to Pay Bills

56 Warrants were signed.

57

58 Selectboard & Town Administrator's Updates

59

60 1. Lewis Mudge – Update on the Personnel Policy re. Section 5.1 Health Benefits

61 Nathaniel Bareham stated that Lewis Mudge's memo will be posted to the town website and will
62 be added to tonight's meeting packet.

63 Lewis Mudge stated that he and Kelly Devine were tasked with reviewing and addressing the
64 town employee compensation. In 2023 the budget was voted down and later passed with a
65 revised budget. Last year a commitment was made to reduce the town budget's Health Benefit
66 line item by \$30,000 for fiscal year 2025. He and Kelly have had numerous conversations with
67 BCBS of VT. The staff at BCBS of VT informed them that they're requesting a 19% increase in
68 premium costs from the Green Mountain Board. The Green Mountain Board may approve 14-
69 16% increase in premium costs. These conversations revealed a change is required for the
70 contribution amounts and a change is also proposed with the HRA structure. Unfortunately,
71 these changes are needing to be planned on without knowing the actual premium percentages.
72 He went on to state that it will be advantageous to taper down the plan options from the current
73 11 plans down to 2 or 3 plans. Following the advice of the staff from BCBS of VT the plan is to
74 taper down to the Bronze Select and Silver Select plan options with a fixed amount of the
75 contribution based on the Silver plan. Currently the town is at a shared medical cost of 90/10
76 where the town pays 90% and the employee pays 10% and the plan is to reduce to 75/25. Lewis
77 Mudge stated that this is a difficult position to be in with the healthcare costs increasing and the
78 mandate from the tax payer to reduce town employee health benefits costs. The plan includes
79 aligning the HRA with BCBS of VT. This will be advantageous for numerous reasons. The first
80 portion of out of pocket medical expenses will be paid by the employee at the 25% and then the
81 rest will fall under the town's responsibility with the 75% coverage. This will be a shift in
82 proportion of payment and in regard to timing. He went on to state that he and Kelly Devine
83 recognize that this coverage will be a conversation that will continue in the future.

84 Lewis Mudge stated that he and Kelly Devine recommend that a timeline follow these steps:

85 1) The memo has been submitted to the Selectboard and will be made available to the public
86 online along with this meeting's packet. This will be a preliminary review period by the
87 Selectboard of this draft Personnel Policy, Section 5.1 Health Benefits.

88 2) Review and feedback of all employees is necessary and needed. Lewis Mudge and Kelly

89 Devine would like to sit down with all employees and hear what they have to say. They're open
90 to alternative options.

91 3) Feedback from the Selectboard and town employees will be gathered and will help to make
92 adjustments to the draft Personnel Policy, Section 5.1 Health Benefits.

93 4) Review of this document regarding the health benefits changes will take place quickly in a
94 public session to allow for time for input in an open meeting.

95 5) There will be a final review by the Selectboard.

96 6) As the last step it will be up to the Selectboard to adopt this as a change to the personnel
97 policy.

98 Lewis Mudge stated that last year things felt rushed by many when these conversations were
99 being held. Because of this it's a goal to have this change made by September 1, 2024, to allow
100 town staff to choose the health plan that is best for them and their families.

101

102 **2. Nathaniel Bareham – Update on CCRPC West Village Traffic Study**

103 Nathaniel Bareham stated that this is a follow up to the conversations that were had in April and
104 May regarding Ferry Rd. A memo was just received from CCRPC with traffic calming measures
105 that could be implemented on Ferry Rd after taking into account all the feedback that was
106 received during the walk through. He went on to state that this memo will be made available to
107 the Selectboard and will also be made available on the town website. Discussion will be had at a
108 future Selectboard meeting to allow for a decision to be made of the traffic calming measures
109 that can be implemented in the short term as well as in the long term.

110

111 **Public Comment**

112 Jon Snow, President of Charlotte Fire and Rescue, stated that CVFRS is currently experiencing
113 an all-time high level of staff shortages. Staff shortages aren't uncommon in this line of work
114 and all the agencies in the area struggle in general. For the past 6 months CVFRS has been
115 operating with 3 of their 7 full time positions vacant despite recruitment efforts. Currently one
116 of their full time staff members has suffered a work place injury. The impact is that there will be
117 times that they're out of service. At those times the town will rely on mutual aid services. This
118 will continue through June and into July. So far the area agencies have done a great job helping
119 to cover for each other.

120

121 Tanna Kelton stated that she has concerns about town employees applying to unionize. If this
122 happens she wonders how this will affect the town's legal costs. With unionization if the
123 taxpayer's vote the budget down she wonders if the result could be the town buildings closing
124 down with employee's striking. She went on to state that in a scenario of striking she wonders if
125 areas of high need such as road maintenance and fire and rescue could see cuts to counteract
126 potential demands for town employee raises and health benefits. Research has shown that other
127 towns have had significant issues due to the town employees unionizing. Tanna Kelton stated
128 that this is a huge concern to all tax payers of the town in her opinion and should be a huge
129 concern to the Selectboard.

130 James Faulkner stated that future discussion of this will occur if legal review reveals that it's
131 something the Selectboard can discuss openly. Although the Selectboard is somewhat limited on
132 this matter, the Selectboard will get back to Tanna Kelton regarding her concerns following legal
133 review with the town attorney.

134

135 **Discussion of letter sent by representatives of the Rutter Family Tree Fund**

136 Robin Coleburn stated that she's representing the Rutter Family Tree Fund. The letter that was

137 sent to provide clarity regarding the purpose of the tree fund, how decision's are made on the use
138 of the tree fund and also because the funds that were charitable donations have been mixed with
139 the taxpayer funds. The proposition is to have a separate account for the Rutter Tree Funds to
140 eliminate any confusion going forward. This would also make it possible for them to become a
141 charitable organization, 501c3 and in doing so they could receive grants as a charitable
142 organization where otherwise they wouldn't be eligible because these aren't grants for
143 municipalities.

144 James Faulkner stated that he would like the Rutter Tree Fund board members and members
145 from the Selectboard to meet and come up with a solution regarding this needed clarity.

146 Following this meeting the outcome could be presented at a public meeting.

147 Robin Coleburn stated that it was posted on the town website that the Selectboard thought the
148 Rutter Tree Fund was under the jurisdiction of the Town Clerk, the Tree Warden and the
149 Selectboard with no mention of anyone from the Rutter Tree Fund.

150 Lewis Mudge and James Faulkner concurred that it has been corrected and it's not on the
151 website.

152 James Faulkner stated that even after legal advisement it's still unclear who the money belongs
153 to and who can use it.

154 Robin Coleburn stated that the Rutter family donated the money last fall with the belief that the
155 Rutter Tree Fund was still operating under the original agreement that stated that someone from
156 the Rutter Fund was partially in charge. It was never meant to be the town's money; it was
157 meant to be a charitable organization that planted trees.

158 Natalie Kanner received confirmation from Robin Coleburn that the ask is that the Rutter Tree
159 Fund monies that are currently in the town accounts be transferred to their charitable
160 Organization account.

161 Alexa Lewis stated that because there had been no communication since the confusion earlier
162 this spring, they have made sure that they have a separate bank account and they have applied for
163 a 501c3 status. They have a Mission Statement, Code of Ethics, Bylaws and have done
164 everything necessary to make this happen. She went on to state that what they want from the
165 Selectboard is action with the funds being transferred back to their charitable organization.

166
167 Mary Mead stated that once the 501c3 is created the town can write a check to the created
168 charitable organization. It's true that the town funds for Ash tree removal and the Rutter Tree
169 Fund monies are in one bank account but it is clearly documented which funds are from the town
170 and which funds are from the Rutter Tree Fund. There was a onetime transfer of town funds to
171 this account in 2021 of \$20,000 for Ash tree removal. She went on to state that the town's plan
172 was to have the remaining funds from the original \$20,000 transfer over each year in the budget
173 for this purpose, so the Tree Warden could use the funds over several years rather than all at
174 once. All portions of this one bank account, that includes the town funds, the donations and
175 the expenses that were the Rutter Tree Fund have been accounted for. There is no confusion on
176 what amount is to be transferred once the 501c3 is finalized. Mary Mead stated that she
177 recommend that the Selectboard proceed with their request.

178 Natalie Kannner stated that she wonders once this becomes a charitable organization and
179 assuming the funds are returned to them at that time, would they have the town involved going
180 forward or would it become an entirely private charitable organization. If it's entirely private
181 would they still like to sit down with Selectboard?

182 Alexa Lewis stated that the thought is that they would continue on as usual but the Rutter Tree
183 Fund board is addressing the Selectboard's issues that were raised earlier this year about whether
184 this is taxpayer money and if the town would be financially responsible for maintaining the
185 health of the trees once planted. She went on to read the Mission statement: The mission of the
186 fund is to plant and care for trees primarily in and around the town of Charlotte, VT. These
187 plantings will be on roadsides, on town land and on private property adjacent to public trails and
188 roadways and are designed to enhance the natural beauty of the town, help secure the many
189 environmental benefits that the trees provide and boost human health and wellbeing.

190 Frank Tenney asked if there was any clarification regarding procedure and how the town would
191 or wouldn't be involved in this process. He went on to state that he also wonders how this
192 procedure would differentiate between trees being planted on public property vs private property.

193 Alexa Lewis stated that the board has begun to talk about procedure but nothing has been
194 finalized as of yet. The Rutter Tree Fund board has discussed whether or not it would make
195 sense to have the Tree Warden as part of the board since they want to continue to work with the
196 Tree Warden as they have in the past. She went on to state that in these discussions a concern
197 arose which is if the Tree Warden, as a town appointed official is part of the board might that put
198 the town in a difficult position? It's possible that this could just be a working relationship vs the
199 Tree Warden having a vote and a board seat.

200 Mary Mead stated that once the 501c3 is finalized the town tree funds will be separated
201 from the Rutter Tree Funds and the town will manage its own funds and the Rutter Tree Fund
202 will manage theirs. The two will be separated.

203 Frank Tenney and Mary Mead concurred that if the town wanted to petition the actions of the
204 Rutter Tree Fund regarding planting on town property it would petition just like anybody else.

205 James Faulkner stated that the next step is to assign a couple Selectboard members to meet with
206 the Rutter Tree Fund board to see how this can be resolved. The Selectboard is not comfortable
207 with the tax payer taking care of trees on private land.

208 James Faulkner and Frank Tenney concurred that they would be the two Selectboard members
209 along with Matthew Krasnow, Tree Warden to meet with the Rutter Tree Fund board.

210 Matthew Krasnow stated that he is willing and would like to be involved in this meeting as well.
211 Discussion was had regarding making a motion to release the funds to the Rutter family once the
212 501c3 is granted.

213
214 **MOTION by Natalie Kanner, seconded by Lewis Mudge, to transfer the remaining Rutter**
215 **funds from the town account into the Rutter Family Tree Fund Limited account upon**
216 **approval of the 501c3. VOTE: 4 ayes, 0 ayes, 1 absent (Devine); Motion Carried.**

217
218 **Discussion and possible action on the installation of an awning on the Library's porch**

219 Frances Foster stated that she is representing the Grange on the Green function and
220 Margaret Woodruff is also present representing the town Library. The reason the Grange
221 on the Green is representing the request for approval to install the awning on the town
222 Library's porch is because of the concerts it hosts there and the sunlight on the porch being
223 an issue for the musicians. She went on to state that she contacted Chris and Sarah Larson who
224 are residents of Charlotte and owners of Otter Creek Awnings. The awning will be funded by
225 private donations. The awning has a life expectancy of 25 years and doesn't need to be removed
226 for the winter months. The goal is to have it installed by the July 11, 2024, concert.

227

228 **MOTION by Lewis Mudge, seconded by Natalie Kanner, to approve of the installation of**
229 **an awning at the town Library made by the organizers of the Grange on the Green with the**
230 **understanding that there will be no cost to the town. VOTE: 4 ayes, 0 nays, 1 absent**
231 **(Devine); Motion Carried.**
232

233 **Discussion and possible action on a Trails Committee request for the Selectboard to amend**
234 **their authorization of Trail Reserve Funds for the Ferry Road Bridge**

235 Jack Pilla stated that this request by the Trails Committee for money to rebuild the Ferry road
236 bridge was brought up two weeks ago at the last Selectboard meeting. The Selectboard
237 requested that the bridge be built for both pedestrian and equine use. Jack Pilla stated that
238 following some research on making the bridge and the trail equine compatible the cost would be
239 anywhere from \$100,000 to \$120,000. The trails committee doesn't have this kind of money and
240 they're simply requesting the funds which is under \$1,000 to rebuild the bridge that was already
241 there but destroyed. The bridge will be built in place with the beams that are already in place.
242 The bridge is being engineered by the trails committee members, Jack Pilla and Chris Boffa, who
243 is a contractor. They have come up with the specs needed for the project.

244 Claudia Mucklow stated that if this trail is so saturated with water much of the time and not
245 suitable for equine it would seem that it would not be compatible for bicyclists.

246 Jack Pilla stated that the trail is not compatible for the weight of a horse which can be around
247 1200 pounds, but it is compatible for the weight of a human being on a bicycle. The Trails
248 Committee is not against horses using the trails but these trails aren't suitable for horses and the
249 Trails Committee only has so much money to invest.

250 James Faulkner stated that he would like to speak to the town's insurance provider to make sure
251 that the bridge design will be safe.

252 Jack Pilla stated that the bridge will be built by the Trails Committee volunteers and this is how
253 the needed money is less than \$1,000.

254 Paul Plante stated that the donated materials of concrete blocks and steel beams are already in
255 place. All that is needed is the wood bed of the bridge to be built and some graded gravel on
256 either sides of the bridge.

257 Discussion was had regarding the planned process.

258 Charlie Russell stated that he originally brought up the concern with the bridge being equine
259 compatible because he has insight from the past when the original bridge was built with equine
260 in mind. The original design allowed for the bridge to float away if flooding occurred in order to
261 prevent it from getting destroyed. He went on to state that he has some concerns and would like
262 to know if the new design now, being of a higher foundation, would allow for it to not get
263 washed away and also wonders if measures be made to prevent a horse from using the bridge
264 considering it is not suitable for equine use. This may be as simple as signage to alleviate the
265 risk of liability to the town.

266 Chris Boffa, from the Trails Committee stated that the bridge is being replaced in kind. The new
267 bridge will consist of new lumber built in the same fashion and will include higher railings to
268 meet safety requirements. Equine signs could be placed if need be.

269 Jack Pilla stated that the Charlotte park has a number of bridges and they are all signed off about
270 the horses as well and that is a designated horse park.

271
272 **MOTION by Lewis Mudge, seconded by Natalie Kanner, to amend the June 10, 2024,**
273 **motion with regard to the Ferry Road bridge to remove the stipulation to be equine**

274 **compatible. VOTE: 4 ayes, 0 nays, 1 absent (Devine); Motion Carried.**
275

276 James Faulkner stated he will speak with Mary Mead first thing tomorrow to make sure the
277 approved funds get transferred to the Trails Committee ASAP since they need the funds this
278 week.
279

280 **Presentation and possible action on an easement between the Town of Charlotte and**
281 **Charlotte Village Partners, LLC**

282 James Faulkner stated that this is a floating easement. It is designated right now but it's possible
283 that it may change its location. This took some time with the town attorneys but we're in good
284 shape here.

285 Frank Tenney stated that he's not comfortable with floating easements because this resulted in
286 the loss of an easement in the past.

287 James Faulkner stated that easements are not easy to get and the mere fact that the town is going
288 to get one of this length and in this location is a positive. Even if the easement went away in ten
289 years at least the town got something.

290 Discussion was had regarding the floating easement and what that could mean to the town.

291 James Faulkner stated that even if the easement location does get changed in the future there
292 would be no cost to the town of Charlotte. The relocation of the trail wouldn't be an expense to
293 the town.

294 Nathaniel Bareham stated that the property owners want the easement to be a floating easement
295 just in case they change their development plans for the property in the future and this will
296 provide them with some flexibility.

297 Bill Regan stated that this is simply a mowed path and therefore there would be no expense to
298 the town if the floating easement required it to be moved in the future.
299

300 **MOTION by Lewis Mudge, seconded by James Faulkner, to approve the trail easement**
301 **made by Charlotte Village Partners, LLC and the Town of Charlotte for recreational trail**
302 **located at 251 Ferry Road, Charlotte as presented. VOTE: 4 ayes, 0 nays, 1 absent**
303 **(Devine); Motion Carried.**
304

305 **Presentation and possible action on an agricultural lease between the Town of Charlotte**
306 **and Tim Van De Weert**

307 James Faulkner stated that this is simply a change in the lease to two years.

308 Nathaniel Bareham stated that this is a formal presentation of a new lease with an adjustment to
309 the term of that lease for two years with the option of renewing it after that. This is based on the
310 request of the current lease holder as well as the Charlotte Park and Wildlife Refuge.

311 Julian Kulski, from the Charlotte Park and Wildlife Refuge, stated that the committee is pleased
312 with Tim Van De Weerts work and have been for the past two years and they are fine with the
313 lease being reduced from five years to two years with the option to renew at that point in time.
314

315 **MOTION by Frank Tenney, seconded by Natalie Kanner, to award the contract for the**
316 **agricultural lease for the Park and Wildlife Refuge between the town of Charlotte and Tim**
317 **Van De Weert as presented for the two year lease and authorize the chair to sign. VOTE: 4**
318 **ayes, 0 nays, 1 absent (Devine); Motion Carried.**
319

320 Discussion of traffic calming measures in the East Village

321 James Faulkner stated that there have been concerns raised with the proposed project in that area
322 and the need for traffic calming measures.

323 Lewis Mudge and Deirdre Holmes concurred that there was a presentation made in the last
324 years' time that included traffic calming measure suggestions.

325 Nathaniel Bareham stated that CCRPC conducted a traffic study in the east village this past
326 February which is included in tonight's meeting packet and is also posted on the town's website.
327 CCRPC provided a memo outlining the process for reducing speeds in the east village and
328 elsewhere in town. In addition, Nathaniel Bareham found a VTrans guide on reducing speed
329 limits within towns. Page 6 of the VTrans manual outlines the recommended process for this.
330 CCRPC stated in the memo that more information be collected before any reduction in speeds is
331 implemented. He went on to state that according to the VTrans recommendations the town could
332 look into conducting additional research to satisfy some of those requirements using some
333 preexisting information that is provided with the study.

334 James Faulkner stated that with the information that the town has it appears as though there is
335 potentially a quick way to getting speed limits reduced. With the most recent approved curb cut
336 it's dangerous and placing a radar sign at the top of the hill could prove helpful.

337 Frank Tenney stated that this area is a congested area of many driveways with multiple
338 driveways being blind driveways.

339 James Faulkner stated that he would like to look into this further and suggested that Natalie
340 Kanner also work with him on this project since Nathaniel Bareham has a lot on his plate.
341 Natalie Kanner concurred with this.

342 Bill Regan stated that a large part of his fulltime work involves bike and pedestrian safety and he
343 feels there are many things that can be done to reduce speeds including expenses measures such
344 as radar signs and speed tables or fairly inexpensive options of planting trees or moving the fog
345 lines in twelve inches which gives the driver the perception that the road is narrower causing
346 motorists to slow down on average.

347 Frank Tenney mentioned potential quick wearing of these fog lines if moved in, considering
348 when he drives his school bus he ends up needing to drive on the fog line due to the width of the
349 bus and the overhang of the side mirrors.

350 Charles Russell stated that Junior Lewis also reported a dislike for the fog lines being moved in
351 for the same reasons that Frank Tenney reported. He went on to state that the traffic study shows
352 posted speed limits on Table 1 and it says that it's 30 mph on Spear St south of Hinesburg Rd
353 and it's not officially posted. That is another direction that should be lowered and could be
354 based on all the activity of the south.

355 James Faulkner stated that the goal should be to move forward on this and discuss solutions
356 found at the July 22, 2024, Selectboard meeting.

357 Deirdre Holmes stated that as part of the study that is going on right now, the villages study and
358 transportation study that CCRPC and D&K are doing, public input on traffic calming is being
359 incorporated into the reports. This isn't completed yet but should be soon. She went on to state
360 that she wonders if the town's radar signs could be moved for the summer such as the ones at the
361 school locations.

362 Charlie Pughe stated that he would do all four directions in east Charlotte considering it's not
363 just the east/west route that people speed on. North and south are also in need of speed
364 reduction.

365 Deirdre Holmes stated that the results of the current traffic calming studies taking place right
366 now will be made available on July 11, 2024, when they report to the Planning Commission. If
367 not final it will be a well-developed draft.

368 Elisa Fante stated that she lives on Greenbush Rd and she has seen no benefit to the radar signs.
369 There were speed humps ordered and nothing became of that.

370 James Faulkner stated that there were plastic speed humps donated for use on Greenbush Rd and
371 they have been stored by the salt shed for the past two years because they haven't been deemed
372 usable. Members of Greenbush Rd were to look them over and this never happened. These
373 speed bumps are only about two inches so they are not super effective but they would do
374 something.

375 Junior Lewis stated that the paving is completed on Greenbush Rd.

376

377 **MOTION by Lewis Mudge, seconded by Frank Tenney, to appoint James Faulkner and**
378 **Natalie Kanner as representatives of the Selectboard to continue discussing traffic calming**
379 **measures in the east village. VOTE: 4 ayes, 0 nays, 1 absent (Devine); Motion Carried.**

380

381 **Cannabis Control Comission Applications:**

382

383 **MOTION by Frank Tenney, seconded by Natalie Kanner, to recess as the Selectboard and**
384 **convene as the Charlotte Cannabis Control Commission. VOTE: 4 ayes, 0 nays, 1 absent**
385 **(Devine); Motion Carried.**

386

387 James Faulkner stated that it's important to note that both of these applications have been
388 reviewed by the Town Administrator, Nathaniel Bareham, and the Zoning Administrator, Aaron
389 Brown.

390 Lewis Mudge stated that again for the record he feels that it's inappropriate that these
391 applications in general don't divulge the location of the establishments. This is a Montpelier
392 problem not a town of Charlotte problem.

393 James Faulkner stated that it says that all applicants are required to comply with division of fire
394 safety requirements which is documented through a non-jurisdictional letter or fire safety
395 inspection report.

396 Nathaniel Bareham stated that this hasn't been received as part of the application with any
397 applications as far as he's aware but he will look into seeing if this is something that can be made
398 available to the Charlotte Cannabis Control Commission.

399

400 **1. VT CCB Application S-000007830**

401

402 **MOTION by Frank Tenney, seconded by Lewis Mudge, to approve application S-**
403 **000007830 with a condition that the applicant will comply with the fire safety requirements**
404 **which is documented through a non-jurisdictional letter or fire safety inspection report.**
405 **VOTE: 4 ayes, 0 nays, 1 absent (Devine); Motion Carried.**

406

407 **2. VT CCB Application S-000007429**

408

409 **MOTION by Natalie Kanner, seconded by Frank Tenney, to approve application S-**
410 **000007429 with a condition that the applicant will comply with the fire safety requirements**

411 **which is documented through a non-jurisdictional letter or fire safety inspection report.**
412 **VOTE: 4 ayes, 0 nays, 1 absent (Devine); Motion Carried.**

413
414 **MOTION by Frank Tenney, seconded by Natalie Kanner, to adjourn as the Cannabis**
415 **Control Commission and reconvene as the Selectboard. VOTE: 4 ayes, 0 nays, 1 absent**
416 **(Devine); Motion Carried.**

417
418 **Approve Meeting Minutes for June 10, 2024**

419 Discussion and reminiscing took place regarding Louise McCarren's past dedication to her work
420 on the Selectboard and how she's dearly missed.

421
422 **MOTION by Frank Tenney, seconded by Natalie Kanner, to approve the June 10, 2024,**
423 **Selectboard meeting minutes as amended. VOTE: 4 ayes, 0 nays, 1 absent (Devine);**
424 **Motion Carried.**

425
426 **Adjournment**

427
428 **MOTION by Natalie Kanner, seconded by Lewis Mudge, to adjourn. VOTE: 4 ayes, 0**
429 **nays, 1 absent (Devine); Motion Carried.**

430
431 The meeting was adjourned at 8:23 p.m.

432
433 Minutes respectfully submitted by Brooke Milo, Minute Taker.
434 Edits by Nathaniel Bareham.