

1 **CHARLOTTE SELECTBOARD SPECIAL MEETING**
2 **March 4, 2024**
3 **Charlotte Library and via teleconference**

4 **DRAFT**

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

6
7 **SELECTBOARD MEMBERS:** James Faulkner, Chair; Frank Tenney, Vice Chair; Lewis
8 Mudge; Kelly Devine (absent)

9
10 **ADMINISTRATION:** Nathaniel Bareham

11
12 **OTHERS:** Bill Stuono, Charles Russel, Chris Souliere, Jr. Lewis

13
14 **AGENDA ITEMS**

15 4:30 PM Site Visits

16 1. 3175 Spear Street

17 2. 2760 Spear Street

18 3. Intersection of Lake Road and Converse Bay Road

19 7:30 PM Adjustments to the Agenda

20 7:31 PM Selectboard's Updates

21 7:33 PM Administrator's Updates

22 7:35 PM Public Comment

23 7:40 PM Liquor License Board:

24 1. Application 35522 – PBM Acquisitions, LLC

25 2. Application 36203 – Charlotte General Store, LLC

26 3. Application 36218 – Charlotte General Store, LLC

27 4. Application 38128 – Tenney Enterprises

28 5. Application 38127 – Tenney Enterprises

29 7:50 PM Local Cannabis Control Commission:

30 1. Application S-000007362 – Red Clover Canopies

31 2. Application S-000007378 – Field Root Farms, LLC

32 7:55 PM Highway Access Permits

33 1. HAP-24-01 (Maguire)

34 2. HAP-24-02 (Mack)

35 8:05 PM WW-23-2 (Charlotte Village Partners)

36 8:10 PM License Agreement – 3175 Spear Street

37 8:15 PM Emergency Repair Proposal – Holmes Creek Covered Bridge

38 8:25 PM Selectboard Vacancy

39 8:30 PM Adjournment

40 ***James Faulkner Called the meeting to order at 6:30pm.***

41
42 **Adjustments to the agenda**

43 -Applications for Tenney Enterprises to be taken off of this agenda due to the need for more
44 information at this time, James Faulkner said.

45
46 **Selectboard's Updates**

47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91

Administrator's Updates

-E-signatures need to be discussed on a future agenda, Nathaniel Bareham said.

Public Comment

None.

MOTION by Frank Tenney, seconded by Lewis Mudge, to recess as the Charlotte Selectboard and convene as the Charlotte Liquor Control Board. VOTE: 3 ayes, 1 absent Kelly Devine; 0 nays; Motion Carried.

Liquor License Board:

1. Application 35522 – PBM Acquisitions, LLC
2. Application 36203 – Charlotte General Store, LLC
3. Application 36218 – Charlotte General Store, LLC
4. Application 38128 – Tenney Enterprises
5. Application 38127 – Tenney Enterprises

MOTION by Frank Tenney, seconded by Lewis Mudge, to approve Application 35522 – PBM Acquisitions, LLC, for a second class license. VOTE: 3 ayes, 1 absent Kelly Devine; 0 nays; Motion Carried.

MOTION by Frank Tenney, seconded by Lewis Mudge, to approve Application 36203 – Charlotte General Store, LLC, for a second class license and Application 36218 – Charlotte General Store, LLC, for a tobacco license. VOTE: 3 ayes, 1 absent Kelly Devine; 0 nays; Motion Carried.

MOTION by Frank Tenney, seconded by James Faulkner, to adjourn as the Charlotte Liquor Control Board and reconvene as the Charlotte Selectboard. VOTE: 3 ayes, 1 absent Kelly Devine; 0 nays; Motion Carried.

MOTION by Frank Tenney, seconded by Lewis Mudge, to recess as the Charlotte Selectboard and convene as the Cannabis Control Board. VOTE: 3 ayes, 1 absent Kelly Devine; 0 nays; Motion Carried.

Local Cannabis Control Commission:

1. Application S-000007362 – Red Clover Canopies
2. Application S-000007378 – Field Root Farms, LLC

Frank said as per the State, the Cannabis Control Board, does not have to send out a notice or disseminate information about cannabis operations. This is a renewal. It has been approved before. The application was reviewed.

Kelley Devine arrived.

92 **MOTION by Frank Tenney, seconded by James Faulkner, to approve Application S-**
93 **000007362 – Red Clover Canopies. VOTE: 4 ayes; 0 nays; Motion Carried.**

94
95 The location is Lucy Lane for Application S-000007378 – Field Root Farms, LLC and it is a new
96 operation. The name was clarified to be Field Roots Farm, LLC. This is an outdoor grow.
97

98 **MOTION by Kelly Devine, seconded by Frank Tenney, to approve Application S-**
99 **000007378 – Field Roots Farm, LLC. VOTE: 4 ayes; 0 nays; Motion Carried.**

100
101 **MOTION by Frank Tenney, seconded by Kelly Devine, to adjourn as the Cannabis Control**
102 **Board and reconvene as the Charlotte Selectboard. Friendly amendment by Kelly Devine,**
103 **Cannabis Control Commission. VOTE: 4 ayes; 0 nays; Motion Carried.**

104
105 **Highway Access Permits**

106 **1. HAP-24-01 (Maguire)**

107 **2. HAP-24-02 (Mack)**

108
109 Site visits to 3175 Spear Street, 2760 Spear Street, and the Intersection of Lake Road and
110 Converse Bay Road were discussed. Site distances were reviewed. Access for water run off was
111 discussed.
112

113 Bill Stuono, pertaining to the Maguire permit, raised concerns about the potential impact of a
114 senior housing project on the road's use and safety, including the necessity for ambulances. The
115 structure and use of the road will be changed if the permits are approved, Bill said. Nate said this
116 new access will serve two residential lots. Senior housing is commercial use, Frank said. It was
117 suggested that the application be modified to fix the Town's error. The application process was
118 discussed. Jr. Lewis weighed in on the history of the location. The change to existing access
119 language will be amended. This is a new access.
120

121 **MOTION by Kelly Devine, seconded by Frank Tenney, to approve the Highway Access**
122 **Permit for HAP-24-01 (Maguire) with a friendly amendment by Frank Tenney that the**
123 **permit will be amended as discussed.**

124
125 A great deal of cross talk took place regarding tabling this motion. The process of obtaining a
126 permit was discussed. Change of use was discussed as well. This will be tabled until April.
127

128 **MOTION by Kelly Devine, seconded by Lewis Mudge, to TABLE the MOTION to approve**
129 **the Highway Access Permit for HAP-24-01 (Maguire) with a friendly amendment by Frank**
130 **Tenney that the permit will be amended as discussed. VOTE: 4 ayes; 0 nays; Motion**
131 **Carried.**

132
133 A residential access for HAP-24-02 (Mack) was discussed. Nate reviewed an updated map with
134 the Selectboard.
135

136 **MOTION by Kelly Devine to approve the Highway Access Permit for HAP-24-02 (Mack).**

137 **MOTION by Kelly Devine, seconded by James Faulkner, to TABLE the MOTION to**
138 **approve the Highway Access Permit for HAP-24-02 (Mack) until March 11 at 7:30 pm.**
139 **VOTE: 4 ayes; 0 nays; Motion Carried.**
140

141 **WW-23-2 (Charlotte Village Partners)**

142 James Faulkner said he has a conflict of interest and will not participate in this agenda item. He
143 removed himself. Frank took over the meeting. This is a waste water permit for wastewater
144 allocation for 251 Ferry Road. This is a 15 unit office building. There was cross talking about
145 process. Charles Russell clarified how the process works. Frank said the allocation and fees need
146 to be in order. Nate said a rate will be set in the near future. This will be tabled until April 20th.
147

148 **MOTION by Kelly Devine, seconded by Lewis Mudge, to TABLE WW-23-2 (Charlotte**
149 **Village Partners) until April 22nd at 7:35 pm. VOTE: 4 ayes; 0 nays; Motion Carried.**
150

151 **License Agreement – 3175 Spear Street**
152

153 The proposal is to install a 6-foot plastic pipe under the road to transport water to Morningside
154 Drive. Ledge is posing a problem, so the solution is to tunnel under the road. Jr. Lewis said the
155 approval of a license agreement would allow a private contractor to perform work under a local
156 road. Junior said drilling on the east side of a ditch is advised, emphasizing the importance of
157 starting as far on the east side as possible. He will supervise, advise, and approve of minor
158 changes as needed during the project. Culvert and road ditch specifics in that area were
159 discussed. Frank suggested having this marked on Dig Safe for the future is advised. This
160 agreement with the Town needs to be well documented for future neighbors and road
161 commissioners, Frank said. Liability issues as documented were discussed.
162

163 **MOTION by Lewis Mudge, seconded by Kelly Devine, to approve License Agreement –**
164 **3175 Spear Street (Hella). VOTE: 4 ayes; 0 nays; Motion Carried.**
165

166 **Emergency Repair Proposal – Holmes Creek Covered Bridge**
167

168 The preferred vendor, Miles Jenness of Vermont Heavy Timber, confirmed that the repair should
169 be completed in a day at a cost of \$6,450 and the repair conforms with Town and State
170 regulations.
171

172 **MOTION by Frank Tenney, seconded by James Faulkner, to approve preferred vendor**
173 **Miles Jenness of Vermont Heavy Timber to conduct the Emergency Repair on Holmes**
174 **Creek Covered Bridge at a cost not to exceed \$6,450 and to comply with State regulations.**
175 **VOTE: 4 ayes; 0 nays; Motion Carried.**
176

177 **Selectboard Vacancy**
178

179 The statute of filling the vacancy was discussed. No action was taken.
180

181 **Adjournment**
182

183 **MOTION by Kelly Devine, seconded by Frank Tenney, to adjourn at 9 pm. VOTE: 4 ayes;**
184 **0 nays; Motion Carried.**
185
186 Minutes respectfully submitted by Lynn Monty, Minute Taker.

DRAFT