

**CHARLOTTE SELECTBOARD MEETING**  
**Monday, July 11, 2022**  
**Charlotte Town Hall 159 Ferry Road and via teleconference**

**APPROVED**

**SELECTBOARD MEMBERS:** *In person:* James Faulkner, Chair, Frank Tenney, Vice Chair, Lewis Mudge, Louise McCarren, (in person & remote)

*Remote:* Matthew Krasnow

**ADMINISTRATION:** Dean Bloch, Town Administrator (*in person*)

**OTHERS:**

*In person:* Jim Donovan, George Aube, Moe Harvey

*Remote:* Bill Regan, Carrie Spear, Claudia Mucklow, Donna Liebert, Paul Plante, Hugh Lewis, Jr., Kevin Bessett, Josh Flore, Rebecca Foster

**AGENDA ITEMS:**

- 5:30 PM Site Visit: 125 Lake Road, for 6:40 pm agenda item
- 6:00 PM Site Visit: Dorset Street, for 7:05 pm agenda item
- 6:30 PM Adjustments to the agenda
- 6:31 PM Approve warrants to pay bills
- 6:35 PM Committee requests for unbudgeted expenditures (time allotted if needed)
- 6:36 PM Minutes: June 13, June 18, June 20, June 27, July 1
- 6:45 PM HAP-22-07—Application by Patricia O'Donnell and Jim Donovan to move existing farm access to serve as access for both proposed development and for farming activities
- 7:00 PM Public comment
- 7:05 PM HAP-22-08—Application by Claire and George Aube to move approved driveway
- 7:10 PM Re-issue Request for Bids for Trail Sign Fabrication Contract
- 7:15 PM Request for Halloween event (Eli Lesser Goldsmith)
- 7:30 PM Interview Josh Flore for reappointment as First Constable
- 7:40 PM Green Mountain Bicycle Club—make-up date for time trial
- 7:45 PM Speed bump on Jackson Hill Road
- 8:00 PM Town Garage
  - Review design
  - Update on process
  - Increase engineering expense cap
- 8:30 PM Credit Card Policy amendment
- 8:40 PM Contract [possible executive session per 1 VSA §313(a)(1)(A)]
- 8:55 PM Selectboard updates
- 9:00 PM Adjournment

James Faulkner called the meeting to order at 6:30 pm

**Adjustments to the agenda**

Dean Bloch requested that the cemetery fence be added to the agenda in order to discuss the number of quotes needed. James Faulkner agreed to add this topic to the agenda at 8:35 pm.

**Approve warrants to pay bills**

Warrants were signed.

**Committee requests for unbudgeted expenditures (time allotted if needed)**

None at this time.

**Minutes: June 13, June 18, June 20, June 27, July 1**

**MOTION by Louise McCarren, seconded by James Faulkner, to approve the Selectboard meeting minutes for Monday, June 13, 2022, as amended. VOTE: 3 ayes, 0 nays, (2 absent); Motion Carried.**

**MOTION by Frank Tenney, seconded by Louise McCarren, to approve the Selectboard meeting minutes for Saturday, June 18, 2022, as amended. VOTE: 3 ayes, 0 nays, (2 absent); Motion Carried.**

Lewis Mudge joined the meeting in person at 6:37 p.m.

**MOTION by Louise McCarren, seconded by Lewis Mudge, to approve the Selectboard meeting minutes for Monday, June 20, 2022, as amended. VOTE: 4 ayes, 0 nays, (1 absent); Motion Carried.**

Matthew Krasnow joined the meeting remotely at 6:45 p.m.

**MOTION by James Faulkner, seconded by Lewis Mudge, to approve the Selectboard meeting minutes for Monday, June 27, 2022, as amended. VOTE: 5 ayes, 0 nays; Motion Carried.**

**MOTION by Frank Tenney, seconded by Louise McCarren, to approve the Selectboard Special meeting minutes for Friday, July 1, 2022, as amended. VOTE: 3 ayes, 0 nays, 2 abstentions; Motion Carried.**

**HAP-22-07—Application by Patricia O'Donnell and Jim Donovan to move existing farm access to serve as access for both proposed development and for farming activities**

James Faulkner stated that there was a site visit this evening at 5:30 p.m. and he was present along with Lewis Mudge, Louise McCarren, Dean Bloch and Junior Lewis. There were no issues other than the condition of slope adjustment. Dean Bloch explained that this is a proposal to move an existing farm road and to change the use of the road to both agricultural and residential. Frank Tenney asked if the existing farm road would be removed. Jim Donovan said "yes," and that they are moving, not adding, the access road.

**MOTION by Lewis Mudge, seconded by Frank Tenney, to approve HAP-22-07— Application by Patricia O'Donnell and Jim Donovan to move existing farm access to serve as access for both proposed development and for farming activities pending meeting the B71 Standards and removal of the original existing farm access road. VOTE: 5 ayes, 0 nays; Motion Carried.**

**HAP-22-08—Application by Claire and George Aube to move approved driveway**  
James Faulkner stated that there was a site visit at 6:00 p.m. this evening and he was present along with Louise McCarren, Dean Bloch and Junior Lewis. Junior Lewis' report says the site distance to the south is 300 ft and to the north it's 350 ft. There are between 10-12 trees that need to be taken down. Junior Lewis marked the necessary trees for removal. The speed limit is 35 mph so the site distance necessary is 350 ft. George Aube stated that this access is going to go in and turn to the south and follow the original access.

**MOTION by Frank Tenney, seconded by Louise McCarren, to approve HAP-22-08— Application by Claire and George Aube to move approved driveway with the B71 Standards and with the recommendations by the Road Commissioner. VOTE: 5 ayes, 0 nays: Motion Carried.**

#### **Re-issue Request for Bids for Trail Sign Fabrication Contract**

James Faulkner stated that this is a bid that was rejected by the Trails Committee. Bill Regan stated that the Trails Committee recommends that the Selectboard reject this bid as it came in much higher than what is considered reasonable. Their plan is to get bids from other companies and to give feedback to this company to see if they can adjust their bid to a more appropriate amount.

**MOTION by Frank Tenney, seconded by Lewis Mudge, to reject the WS Sign Design bid that was rejected by the Trails Committee and to put the trail sign fabrication contract back out for bid. VOTE: 5 ayes, 0 nays; Motion Carried.**

#### **Public comment**

Donna Liebert stated that she raised a number of questions and concerns in regard to the town garage in past Selectboard meetings. Last week she and her husband, Greg Liebert were invited to the town office by Dean Bloch and James Faulkner to address those questions and concerns. She would like to publicly thank Dean Bloch and James Faulkner for providing a great deal of time to her and her husband and providing more insight. They were transparent and respectful. All of their questions and concerns were responded to, and she's very grateful. Dean Bloch stated that he was appreciative of Donna and Greg Liebert as they were very civil and quite informative as they brought up points that hadn't been considered making the discussion very helpful to the process. James Faulkner concurred with this appreciation and asked the Lieberts to stay informed and a part of the process going forward as public input is so important.

#### **Cemetery Fence**

James Faulkner stated that the cemetery fence was damaged and they received one bid. Dean Bloch stated that there was conversation of whether or not the fence should be moved or not between Cemetery Commissioner, James Laberge and the contractor that does the mowing, and

it was decided that the fence shouldn't be moved but rather should stay where it is and be repaired. Dean Bloch went on to say that he got a quote from the company that installed the fence originally, the Middlebury Fence Co. The quote was for approximately \$5,600. The town's insurer VLTC has indicated that they will pay for all but \$1k. The remaining \$1k will be paid for by a town resident who has offered to help pay for the repair. Due to this it's not really town funds that will be going towards this fence repair. At this point there is no indication that the town's insurance premium will increase due to this claim. Dean Bloch asked the Selectboard if this needs to go out to bid since it's over \$5k? Frank Tenney stated that he feels this is a \$1k purchase because that's what's left to be paid as the insurance deductible. All except for James Faulkner were in agreement that this purchase doesn't require going out for bid being that it is technically under \$5k and it can be put on the agenda for the next meeting without additional quotes.

#### **Request for Halloween event (Eli Lesser Goldsmith)**

Eli Lesser Goldsmith stated that he has attended the Halloween event several times and he has ideas to enhance the event. He feels there could be a live band for the adults while the children are trick or treating. He stated that he spoke with many stakeholders including the Old Brick Store owners. He also spoke to the woman that holds the pumpkin display at the town hall with the idea of moving the display closer so that people could enjoy it while listening to the music. He also spoke to residents around the intersection and in general there was full support. Eli Lesser Goldsmith stated that the road is already closed and the event already happens, this would simply be an enhancement. Dean Bloch stated that the road may be blocked but that the Selectboard hadn't officially closed the road.

James Faulkner stated that he doesn't know who has ownership of Halloween events, the town, or the Fire Department. He doesn't feel the road needs to be closed as it's well run with firemen there. Dean Bloch stated the Town Constable is there and the town pays for the lights through the Constable's budget. Eli Lesser Goldsmith stated that he is happy to meet with the town Constable and plan with him. The idea is to use the Brick Store parking lot and electricity. The band would be set up out in front of the Brick Store. James Faulkner stated that CVFRS will need to get involved and that is part of Eli Lesser Goldsmith's responsibility since this is his application.

Dean Bloch stated that the anticipated range of participants indicated on the application is 500-1000, so portable toilets may be needed. Lewis Mudge stated that conditions of approval are (1) a port-o-let needs to be provided, and (2) CVFRS approval needs to be obtained. There was discussion about making this a town event and if so, it would be covered under the town insurance. All of the Selectboard members were in favor of looking further into this possibility. James Faulkner stated that there is time to plan on all of this and it should be brought up again as the necessary steps are taken.

#### **Green Mountain Bicycle Club—make-up date for time trial**

Kevin Bessett stated that for the last 34 years the Green Mountain Bicycle Club has had time trials on Green Bush Road. Typically, this takes place three times during the summer, May 12th, June 16<sup>th</sup> and August 25th. The June 16<sup>th</sup> time trials were cancelled due to weather and he is requesting permission to reschedule the trials to July 21<sup>st</sup>. Dean Bloch clarified that they have

submitted an insurance certificate with the application for the time trial events. Kevin Bessett stated that he is waiting to hear back from the Old Lantern in regard to parking on the 21<sup>st</sup>. He doesn't anticipate any issues with parking but he will follow up with them if he doesn't hear back in the next day or two.

Louise McCarren stated that she has concerns about the way bicycles are riding in general without following the rules of the road such as stopping at red lights or stop signs. She asked Kevin Bessett if he had any advice. Kevin Bessett stated that he has tried to educate riders and he has written articles etc. Bill Regan stated that he is also a member of the GMBC and he has written several articles on how to be safe while riding and considerate of other road users. Towns across the nation struggle with this same issue.

**MOTION by Frank Tenney, seconded by Louise McCarren, to approve the request by the Green Mountain Bicycle Club to adjust the one date for time trials from June 16, 2022, to July 21, 2022. VOTE: 5 ayes, 0 nays; Motion Carried.**

Louise McCarren left the meeting at 7:35 p.m.

#### **Interview Josh Flore for reappointment as First Constable**

Josh Flore stated that he would like to continue as the First Constable.

The Selectboard updated Josh Flore on the potential for changes to the Halloween event. Josh Flore stated that he will be a part of the conversation. He's not opposed to it but feels there would be a lot of steps needed to take place to make it a safe event.

**MOTION by Frank Tenney, seconded by Lewis Mudge, to reappoint Josh Flore as First Constable for the town of Charlotte for a term ending June 30, 2023. VOTE: 4 ayes, 0 nays, (1 absent); Motion Carried.**

#### **Speed bump on Jackson Hill Road**

Moe Harvey stated that there were a couple close calls for people going in and out of Spear's Store. One of the close calls was of his own experience. He feels that the busiest time is in the morning and around noon time. When school is back in session this danger will increase with even more traffic. He feels, and many others that he has spoken with agree, that the best plan would be to put in some speed bumps. He stated the best placement for the speed bumps would be where you come off Spear Street before you get to the parking lot at Spear's Store and another one before you go by Tenney's store. This would also be necessary coming from the east side when you come off Hinesburg Road onto Jackson Hill Road and another speed bump to the east of Tenney's store. That would make for four speed bumps. Also discussed was having Junior Lewis use cold pack to allow for removal during the wintertime for plowing.

Frank Tenney stated he feels like it would be foregoing the whole east Charlotte Village Safety Study by putting these speed bumps in. Lewis Mudge stated that this is Jackson Hill and is different than the east Charlotte Village Safety Study. There was a meeting that he attended and its focus was Spear Street and Hinesburg Road. Frank Tenney stated that in 2010 a study was done where they walked up Jackson Hill Road and therefore to him, he feels that this concern is from a single person or a single place that wants this on that road. He's not in favor of speed

bumps on Jackson Hill Road and feels that this concern is not representative of the majority of the residences on the road. He owns a residence on Jackson Hill Road. He wonders if waiting for the completion of the construction that is going on that will include adjustments to parking spaces etc. would be wise. Moe Harvey stated that this is a temporary fix as the speed bumps are cold pack and can be removed. Lewis Mudge stated that he is in favor of speed bumps to remedy this situation.

Carrie Spear stated that she hasn't talked to Moe Harvey about speed bumps and she wanted to make sure that was clear. In her opinion there are a few drivers that drive in an unsafe manner regularly so if they could be stopped, she feels the situation would improve. She'd appreciate a large cone or two but she's willing to wait until the east Charlotte Road Study report comes out.

James Faulkner and Lewis Mudge indicated that they didn't understand the down side to having speed bumps placed in these locations. Frank Tenney stated that there are a number of locations that have issues and speed bumps can't just be placed each time a resident presents a concern. Matthew Krasnow stated that this is one person asking for this and representing other people but it's unknown as to who they are and how many of them there are. There are state statutes that discourage putting in speed bumps on town highways, but if it is felt like this is an important issue, he feels it should be a data driven discussion which means a speed study, to observe what is happening in that location. He also feels that a consistent model for process is needed when evaluating an issue like this when a request comes in. The speed bumps at the Charlotte beach were clearly for the town's own land that involves a lot of people using a town facility. This particular issue is to accommodate requests from patrons for private businesses on the town highway. A site visit would be very wise in order to gather more information and to see where it might make sense to have speed bumps.

Matthew Krasnow went on to say that in his opinion the most effective small town measure for slowing down people that are driving inappropriately fast among their neighbors is to find out which cars are doing it habitually and speak to the parents. This will be the quickest measure to hold drivers accountable in a small town. Lewis Mudge stated that the store isn't a town asset but it could be considered to be an area of high interest for town's folk. He feels that a parallel could be drawn between this issue and the beach. There is basically one store in East Charlotte, so this is an area that is more highly frequented along the same lines as the town beach. Moe Harvey stated that it is also a short cut for drivers.

Frank Tenney stated that he wonders about the state statute that speaks to the speed bumps and the posted speed limit and whether or not it would hurt the car. Matthew Krasnow stated that it might be in the DMV state regs vs the state statutes. Frank Tenney made the point that the speed limit on Jackson Hill Road isn't posted. That means it's 50 mph, Moe Harvey stated, and Lewis Mudge expressed his disapproval of this high speed limit through that area. Lewis Mudge stated that his recommendations would be to do some outreach on Front Porch Forum asking for input, set this discussion for a later date, forgo a speed study, and move forward with a vote. Frank Tenney said this will increase the work of the Road Commissioner. Moe Harvey said that he would value that time and money spent to save someone's life.

Frank Tenney suggested alternatives to speed bumps to address the safety issue such as narrowing the exit to create a stop sign. Dean Bloch reported that that is one of the suggestions by the consultants in one of the drafts that hasn't yet been finalized. Frank Tenney went on to suggest that there are other things that could be done, such as at the top of the hill there could be a "T" so that you have to make a 90 degree left hand turn onto Jackson Hill Rd which would keep people from entering that road at 50 mph. Matthew Krasnow stated that he agrees with Frank Tenney that the speed limit of 50 mph should also be looked at as that's an unreasonable speed for the area. He would like to see this issue on a future agenda with a sight visit if possible, so further problem solving can take place and safety measure could get into place sooner than later. James Faulkner stated that further information will be gathered and it will be added to a future agenda. Junior Lewis stated that it sounds to him that it's one or two cars that are creating this problem and he suggests that the state police get involved at the problematic times.

Louise McCarren rejoined the meeting remotely.

### **Credit Card Policy amendment**

Dean Bloch stated that the last time this was discussed Louise McCarren suggested that the individual purchase limit be removed and there would be a monthly limit of \$2k for each card. Those were the only changes that were made. Louise McCarren reiterated that her view is that the manager's job at each town site that has a town credit card, (the Library, the Senior Center, or the Town Office), is to make sure that the credit cards are being used appropriately. If not, the employee needs to be held accountable. Dean Bloch stated that the first to know that the charges are beyond the \$2k amount would be Mary Mead and she could report this to the site's supervisor, to him or the Selectboard. Frank Tenney asked if these cards get used for services such as to fix something at any particular site. Dean Bloch stated that a line could be added to the Town of Charlotte Credit Card Policy stating that the preference is that the bills be paid by invoice vs credit card. In most cases that is possible but, in some cases, where things need to be ordered online, it's not possible.

**MOTION by James Faulkner, seconded by Lewis Mudge, to approve the Credit Card Policy amendment as amended. VOTE: 5 ayes, 0 nays; Motion Carried.**

### **Town Garage**

James Faulkner stated that this time is to allow for input from the public on the town garage, to report where the project is at and what it's projected to look like

### **Review design**

James Faulkner stated that a rendering was done and created by Centerline Architects and it was presented at the meeting on the screen. A view from the south while traveling down Route 7 was shown. The garage design includes solar panels on the roof in an effort to make it fossil free. The solar plans aren't in the budget currently but the building will be designed so it can be done in the future. A view from the back of the building/west view was shown, where the garage doors and trucks will be visible. The idea behind this is to put the trucks in a convenient place but also so that they're not seen from the road. Another view coming from the north driving south was also reviewed. The building is to be placed into the ground by 4ft to reduce the height

of the building and the little roofing overhang helps reduce the size of the building in terms of appearance. James Faulkner stated that there are four different estimates on the design of the building that were reviewed and this design was the least expensive. A view from "in front" of Route 7 view was presented also. The goal is that the building will be fossil free. Frank Tenney suggested making the end door, which is visible from the road, the same color as the building. James Faulkner stated that the building is 150/60 and is a good sized building and will accommodate the town in the future. James Faulkner stated that he would like feedback from the Selectboard and the public. Louise McCarren stated that based on her discussions with citizens she feels that a flyer with frequently asked questions would be helpful.

### **Update on process**

James Faulkner stated that he feels more information needs to get out to the public. He is hoping the local newspapers will help with informing the general public on the actual cost of the building and the actual cost of the tax payers. The building is going to cost \$3 million but the cost to the town residents via tax dollars is \$1.5 million. He feels this should be made very clear that the Highway Reserve Fund will provide \$500k and the ARPA funds will provide \$1 million. Russell Constructions provided the estimate and they may or may not give a bid.

James Faulkner feels that a one page informative flyer needs to go out to all the townspeople. A draft was presented to the Selectboard. Donna Liebert stated that she is in full support of this informative flyer being mailed to all town residents. She feels that it's crucial to inform the taxpayers what they're voting for as it will provide a transparency of the plan. Lewis Mudge stated that it might be best to state that a federal grant will cover the \$1 million dollars vs stating ARPA as most residents don't know what ARPA is. James Faulkner brought up the sentence that states that the building is planned to be fossil free meaning it will be heated without propane or oil. He asked if that's what "fossil free" means? Rebecca Foster stated that it would be more accurate to say "fossil fuel free." Moe Harvey asked if there was a generator for back up for electric heat, how will the generator be powered? Louise McCarren stated that she feels that there is a need for a backup generator and it should be fueled via propane in her opinion. Matthew Krasnow stated that the direction that people are moving with solar energy is storing the excess solar on site. He would like a professional's take on this. Having an off grid power availability is critical for town infrastructure. Louise McCarren stated that she doesn't feel that 24 hours is sufficient. Rebecca Foster stated that this isn't something that needs to be discussed, it's something that the mechanical engineer is going to design based on current technologies. In terms of the informative flyer, it is important to say that it is planned to be fossil fuel free. To her it sounds fair and indicates the intention. What happens in the end with mechanical engineers and what they specifically recommend for options and what is chosen is all further down the road. James Faulkner stated that he did check into the batteries at Sun Common. The estimated battery cost for the town garage is \$125k. Right now, the generator is still being discussed.

Dean Bloch stated that he wanted to make sure to discuss the printing and mailing cost of the town garage informative flyer, to be sent to all town residents. James Faulkner stated that there is a quote from the company Queen City Printers Inc. with a quantity of 1,600-1,800 mailings. For each mailing (printing, folding, tabbing), it costs .81 cents each if you do 1,600 and if you do 1,800 it costs .77 cents each. The total cost for 1,600 is \$1,310. The mailing expense would be

on top of the \$1,310 but it's unknown at this time. Louise McCarren stated that she supports this and sees it as necessary. Frank Tenney asked if any other companies had given an estimate. Dean Bloch stated that this is the only quote at this time. James Faulkner stated that it needs to go out at the end of this week or at the start of next week because there is less than one month before the vote. Moe Harvey stated that this is a big project and in the grand scheme of things the mailing isn't a lot of money. Donna Liebert stated that she worked with Queen City Printers for a number of years with the ad agency that she worked for, and she reports that they are very reliable and efficient. She feels that they are relatively low cost and a good one stop shop. Postage is paid up front and the rest when completed. She stated that including what the \$1.5 million will mean as far as financial impact now and in the years to come might be a wise addition to the informative flyer's information. James Faulkner stated that that could be included as that is some information that they have. It all depends on the interest rate at the time but for a 500k home at 4 percent it will be an increase of \$72. It will decrease each year. The note would be for twenty years. Dean Bloch stated that that is a great idea to include this information into the informative flyer. Donna Liebert stated that according to the USPS bulk rate mail for a minimum of 500 pieces it is .43 cents per unit. That comes to \$688 for 1600 pieces. Frank Tenney stated that the total would therefore be \$2,088.

**MOTION by Frank Tenney, seconded by Lewis Mudge, to approve the printing and the postage of the informative town garage mailer not to exceed \$2,500. VOTE: 5 ayes, 0 nays; Motion Carried.**

#### **Increase engineering expense cap**

James Faulkner stated that there were some issues with the wetlands and further permits are required. Due to this additional money is required for the civil engineer. This money will come out of the town garage budget.

**MOTION by James Faulkner, seconded by Louise McCarren, to increase the engineering expense for the town garage by the amount of \$5,000. VOTE: 5 ayes, 0 nays; Motion Carried.**

#### **Selectboard updates**

None

#### **Contract [possible executive session per 1 VSA §313(a)(1)(A)]**

**MOTION by James Faulkner, seconded by Lewis Mudge, to enter into executive session for Contract under 1 VSA §313(a)(1)(A). VOTE: 5 ayes, 0 nays; Motion Carried.**

**MOTION by Lewis Mudge, seconded by Frank Tenney, to come out of executive session. VOTE: 5 ayes, 0 nays; Motion Carried.**

#### **Adjournment**

**MOTION by Lewis Mudge, seconded by Frank Tenney, to adjourn. VOTE: 5 ayes, 0 nays; Motion Carried.**

The meeting was adjourned at 9:25 p.m.

Minutes respectfully submitted, Brooke Milo, Minute Taker. Edits by Dean Bloch.