

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

**SELECTBOARD MEMBERS:** James Faulkner, Chair; Frank Tenney, Vice Chair; Lewis Mudge; Kelly Devine.

**ADMINISTRATION:** Nathaniel Bareham

**OTHERS:** Bill Stuono, Charles Russel, Chris Souliere, Jr. Lewis, Natalie Kanner

**AGENDA ITEMS**

4:30 PM Site Visits

1. 3175 Spear Street
2. 2760 Spear Street
3. Intersection of Lake Road and Converse Bay Road

7:30 PM Adjustments to the Agenda

7:31 PM Selectboard's Updates

7:33 PM Administrator's Updates

7:35 PM Public Comment

7:40 PM 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

7:50 PM Local Cannabis Control Commission:

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

7:55 PM Highway Access Permits

1. HAP-24-01 (Maguire)

2. HAP-24-02 (Mack)

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

8:10 PM License Agreement – 3175 Spear Street

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

8:25 PM Selectboard Vacancy

8:30 PM Adjournment

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

**Adjustments to the agenda**

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

**Selectboard's Updates**

**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.

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

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

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

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

**Highway Access Permits**

- 1. HAP-24-01 (Maguire)**
- 2. HAP-24-02 (Mack)**

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

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

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

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

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

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

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

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

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

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

#### **License Agreement – 3175 Spear Street**

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

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

#### **Emergency Repair Proposal – Holmes Creek Covered Bridge**

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

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

#### **Selectboard Vacancy**

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

#### **Adjournment**

**MOTION by Kelly Devine, seconded by Frank Tenney, to adjourn at 9 pm. VOTE: 4 ayes; 0 nays; Motion Carried.**

Minutes respectfully submitted by Lynn Monty, Minute Taker. Edits by Nathaniel Bareham, Town Administrator