

Town Administrator's Report July 8, 2024 Regular Selectboard Meeting

Discussion of sloughing on Spear Street near Mud Hollow Brook, and possible action on repair work to be done

1. Junior Lewis, David Marshal and Jamie Fisher examined the conditions of the Spear Street hallway between Carpenter Road and Lime Kiln Road this Friday and noticed continued settlement, and sloughing, of the roadway on both the eastern and western shoulders.
2. They are proposing the Town widen the road no more than 6 feet, at the location of the slough, for approximately 300 feet. The initial cost of this work will be kept under \$1,000.
3. A sketch plan, outlining the proposed work, is included in your meeting packet.

Review of CCRPC Speed Study and Traffic Analysis for Ferry Road

1. As requested by the Town, the Chittenden County Regional Planning Commission's Senior Transportation Planning Engineer, Sai Sarepalli, submitted a Speed Study and Traffic Calming Analysis to assist the Selectboard in making informed decisions in developing and implementing traffic calming measures for Ferry Road.
2. The following recommendations have been outlined:
 - a. Installing "unsafe to pass" and "trail crossing" signage.
 - b. Lowering the posted speed limit from 40 mph to 35 mph.
 - c. Installing speed limit pavement markings indicating "35 mph" and "SLOW."
 - d. Installing feedback radar signs.
 - e. Clearing vegetation to provide clearer views of warning signs in the area.
 - f. Among others recommendations (see p. 7).

Discussion, and possible action, on traffic calming measures for Ferry Road

1. Chapter 2C.02 of the Federal Manual on Uniform Traffic Control Devices states that the use of warning signs shall be based on an engineering study or judgement. Based on CCRPC's report, the Selectboard may approve the use of warning signs on Ferry Road.
 - a. **A possible motion would be:** "I make a motion to approve the purchasing and installation of two unsafe to pass signs and four trail crossing signs, as described in Chittenden Regional Planning Commission's technical memorandum dated June 21st, 2024."
2. In order to lower the posted speed limit on Ferry Road, the Selectboard would need to amend the Town's Motor Vehicle and Traffic Regulation Ordinance. **Per 24 V.S.A. § 1971, the process for amending this ordinance is as follows:**
 - a. Formal adoption by the legislative body of the Town.
 - i. Once adopted, notice of the amendment shall be posted at five conspicuous locations within the municipality and a formal publication of the notice shall occur with a newspaper of general circulation within 14 days following the adoption. See 24 V.S.A. § 1972(a)(1).
 - b. A petition for a vote on the question of disapproving the ordinance, signed by 5% of voters, may be presented to the legislative body within 44 days following the date of the adoption. See 24 V.S.A. § 1973(b).

- i. Should no petition be presented to the legislative body, the ordinance would become effective 60 days following the date of the adoption. See 24 V.S.A. § 1972(a)(2).
 - ii. Should a qualified petition be presented to the legislative body, the qualified voters of the Town will vote on the question at an annual or special meeting duly warned for this purpose. See 24 V.S.A. § 1973(a).
- 3. Please note, a draft (redlined) copy of the amended ordinance and notice are included in your meeting packet. These documents are meant for your review, and not to be voted on.
 - a. Any amendment to the Town’s Motor Vehicle and Traffic Regulation Ordinance should be duly warned as such on a future Selectboard agenda.
 - b. Additionally, these draft documents should be reviewed by the Town’s attorney prior to any formal adoption.

Review, and discussion, of a possible crosswalk between the Charlotte Senior Center and Charlotte Post Office

- 1. The criteria for installing non-school crossings on Town owned roadways is outlined on page 15, Section 3.2, of the Vermont Agency of Transportation’s “Guidelines for Pedestrian Crossing Treatments” dated August 2019. A copy of this section is included in your physical meeting packet, the full version is available in your online meeting packet.

Review, and possible action, on Vacancy Notice for two Deputy Tree Wardens

- 1. A copy of the notice is included in your meeting packet.

Discussion of a complaint made against a public officer – Possible Executive Session per 1 V.S.A. § 313(a)(3)

- 1. **A possible motion to enter into executive session would be:** “I make a motion to enter into executive session pursuant to 1 V.S.A. § 313(a)(3) for the evaluation of a public officer. And to invite Town Administrator, Nate Bareham, into this session.”

Discussion of a bargaining unit proposed by AFSCME Council 93 – Possible Executive Session per 1 V.S.A. § 313(a)(1)(e)

- 2. Should the Board decide to enter into executive session, they must first make a specific finding that that general public knowledge would clearly place the public body, or a person involved, at a substantial disadvantage. See 1 V.S.A. § 313(a)(1). The Board may then make a formal motion to enter into executive session per 1 V.S.A. § 313(a)(1)(E).
- 3. **A possible motion to make a specific finding would be:** “I make a motion finding that these discussions on pending civil litigation, to which the public body is a party, which would place the public body at a substantial disadvantage.”
- 4. **A possible motion to enter into executive session would be:** “I make a motion to enter into executive session pursuant to 1 V.S.A. § 313(a)(1)(E) to discuss pending civil litigation, to which the public body is a party. And to invite Town Administrator, Nate Bareham, into this session.”