

Town Administrator's Report for Selectboard Meeting on March 25, 2024

Interviews for Committee Reappointments:

1. In your meeting packet is a chart that outlines the current number of term expirations, vacancies, and applicants for all appointed positions in 2024. Please note, only appointed positions with terms expiring on April 30th have been posted for applicants. We are still canvassing current members to determine if they want to be re-appointed.
2. Interviewees for this meeting are listed on the first page of the Agenda.

Awarding of Contracts for Town Lands Maintenance

1. Cemetery Maintenance:
 - One bid was submitted from Adam Dantzschler for \$5,600 total. Copies of his bid are in your packet.
2. Brush-hogging:
 - One bid was submitted from Adam Dantzschler for \$6,770 total. Copies of his bid are in your packet.
3. Mowing & Land Maintenance:
 - Three bids were submitted:
 - i. T. Rafael Landscape Group for \$28,402.
 - ii. Fortin's Lawn Care for \$31,000.
 - iii. Chandler's Lawn Care and Plowing for \$30,000.
 - A chart comparing each bid, as well as the individual bids, are included in your packet.
4. Please Note:
 - The landscaping plan at the Town Garage is still in development. Any brush-hogging or mowing at the Town Garage will be completed using the contractor's hourly rate.
 - Additional work was requested included in the RFPs for the Town Beach and Thompson's Point. This includes:
 - i. Annual and bi-annual brush-hogging work for Thompson's Point.
 - ii. Removal of weeds and other overgrowth at the Town Beach.

Traffic Calming and Parking Measures at the Town Beach, Town Green, and other locations for the Solar Eclipse on April 8th, 2024.

1. Provided the limited public parking options on, or near, Town properties, I am recommending the Board approve the placement "No Parking" signs along Ferry Road by the Town Green and along Lake Road by the Town Beach. Additional parking control measures may be considered at this time.

Applications for Use of Town Lands:

1. The Charlotte Public Library Solar Eclipse Viewing Party at the Town Green on April 8th, 2024.
 - This event is being sponsored by the Charlotte Public Library as an opportunity for Charlotters to gather and view the total solar eclipse.
 - Public restrooms will be available at the Charlotte Public Library for anyone who attends the event. To avoid disrupting work at the Town Hall, the front door will be posted to indicate no available public restrooms that day.
 - Garbage and recycling collection will be handled by the Library's staff.

2. University of Vermont Cycling Club Home Road Race on Hinesburg Road, Spear Street & Mt. Philo Road on April 27th, 2024.
 - This is an intercollegiate club race that has been held for six years.
 - The UVM legal department has historically requested minor changes to the indemnification language, which was also requested this year.
 - VLCT PACIF indicated that they are ok with this language, so long as the application/agreement requires that the certificate of insurance name the Town of Charlotte as an additional insured, which it does.

Discussion of the Selectboard’s Work Plan for 2024-2025:

1. The Selectboard’s Work Plan has historically been used as a tool to organize and schedule regular annual tasks for the Board, and prioritize key issues to address this year.
2. Included in your meeting packet is a draft copy of the 2024-2025 Work Plan and a list of potential date(s) to have quarterly budget updates with the Town Treasurer and CVFRS.

Discussion of Tree Planting in Areas of High Public Value:

1. Following the discussion of tree planting on State Park Road, the Selectboard decided to offer the public and board an opportunity to discuss this issue.
2. Sections of the current Town Plan, adopted in 2018 and amended in 2019, outlining areas of high public value and scenic views and vistas are included in your meeting packet.

Local Cannabis Control Commission:

1. VT CCB Application S-000004087 – Loud Cloud Craft Cannabis:
 - This is an Outdoor Cultivator Tier 1 Small Cultivator Application.
 - Local Cannabis Control Commissions may only condition a license by requiring compliance with zoning bylaws and any ordinances regulating signs or public nuisances. Charlotte does not have a stand-alone ordinance regarding public nuisances, therefore the Land Use Regulations are the only vehicle for regulating outdoor cannabis cultivation businesses.
 - Based on my conversations with the applicant, and consulting our Zoning Administrator, I do not believe there is any basis for denying or delaying the approval of this application.

Liquor Control Board:

1. Both are applications are for renewing their licenses.

Tax Parcel Mapping Contract – Christine Chamberlain Mapping

1. This is an annual contract renewal for the 2024 update to the Charlotte parcel data and maps. This update covers documents filed from April 2, 2023 to April, 1 2024.
2. Christine Chamberlain Mapping is listed as a preferred vendor for the Town.

Town of Charlotte’s Selectboard Agenda Request Form

1. This version of the Agenda Request Form has been amended with feedback provided by members of the Board. I recommend approving this form as presented.