

**Town of Charleston**  
**Selectboard Meeting 12/12/16**

MINUTES

A meeting of the town Selectboard was held December 12, 2016. Attending: Selectboard Members Dean Bennett, Meghann Carter and Larry Young; Road Foreman Bernie Pepin; Town Clerk Teri Gray; Residents Ed Brown and Priscilla Brown; Clerk Colleen Kellogg; and Dave Page of Brighton Snowmobile Club.

THESE MINUTES ARE UNOFFICIAL UNTIL APPROVED AT THE NEXT MEETING

Meeting called to order at 7:00pm.

Motion by Mr. Young to approve the minutes of the November 10, 2016 meeting as written; seconded by Ms. Carter and approved.

Dave Page of Brighton Snowmobile Club seeks permission to use Hudson Rd from Jeff Roussell's to Center School Road as a connector—a stretch in front of Monte Kennedy's field that is being used for other purposes. Mr. Page assured the Selectboard the Town would incur no liability; VAST carries a \$3million insurance policy. The Club would install necessary signage such as "Public Highway, Keep Right," "Slow," and snowmobile crossing signs on each end of Hudson Rd. Mr. Bennett moved to grant permission, seconded by Mr. Young, and approved unanimously. Mr. Page left his number and asked the Selectboard to call him at any time with any questions or concerns.

Constable Duane submitted his resignation letter today. He no longer has the time to fulfill these duties. He recommends appointing 2<sup>nd</sup> Constable Jonathan Bruce to the First office and Edward Brown, with 10 years military investigation experience, as Second Constable. Mr. Brown was present at the meeting and said he is willing to hold the office and fulfill animal control duties. Possible Constable duties (pending Constable law enforcement certification) were discussed, including speed enforcement on Hudson Rd. Currently, these are on-call positions so residents have someone to call if there is a problem. Discussion of a budget and how to divide duties will be on the agenda for January 10<sup>th</sup>. Ms. Carter moved to appoint Jonathan Bruce to the office of First and Edward Brown as Second Constable with both terms ending at Town Meeting, seconded by Mr. Bennett and approved unanimously.

Mr. Bennett had attended the Planning Commission meeting earlier that evening and said the Solar Subcommittee is applying for a Certificate of Public Good and hoping to begin the project in 2017.

Also referred from the Planning Commission meeting, Mr. Bennett suggested approaching the school board and Fire Department about how to get the school set up as a shelter site, starting with who would be needed to take charge. Ms. Carter is willing to get this started by getting on the school board agenda.

Requests from Charleston Historical Society and VT Rural Fire Protection Dry Hydrant to put appropriation requests on the Town Meeting warning. Dean moved to approve placing these on the warning, seconded by Ms. Carter and approved unanimously.

An estimate to repair Bridge #7 over Mud Brook on Hudson Rd was received from Mike Green. The repair is mandated by VT AOT. There is no grant assistance so the board will try to budget this for 2017. Other estimates should be gathered before awarding the work.

Executive Session was called at 7:58 to discuss a personnel matter, ending at 8:33 with no action taken.

Ms. Carter asked the status of the Bald Mountain trail parking area on Mad Brook Rd. Mr. Pepin informed the board that the parking area is a plow turn-around arranged with the Town of Westmore, and signs indicate “no parking” during the winter to allow for highway maintenance.

Under Road Report, Mr. Pepin reported that Truck 3 had an issue with the water pump.

Discussion of remaining 2016 budget funds and 2017 projects to help shape a preliminary budget. Mr. Pepin asked to purchase supplies needed to continue two grant projects on Gratton Hill Rd, and the board agreed unanimously to purchase in 2016. Work on a FEMA Hazard Mitigation Grant project on Hudson Rd will begin in 2017. Trucking will be needed and the board hopes to hire Charleston businesses whenever possible.

The board had previously discussed the need for a pickup truck for the highway department, to be used for things like checking roads, attending training, and towing small equipment. The purchase would have to be planned for in the future. Mr. Bennett made a motion to meet the town’s needs in the short term by purchasing the personal pickup Mr. Pepin has been using for this purpose for \$2500, thereby ensuring that use of the pickup by Mr. Pepin and crewmembers for work purposes will be covered by town liability and auto insurance. The motion was seconded by Ms. Carter and approved unanimously, and the Clerk was directed to take care of title and registration.

Ms. Kellogg reported that VTrans Engineer Jason Sevigny would like to set a pre-bid meeting in January for the Cole Rd Hazard Mitigation project. Ms. Kellogg will try for January 10<sup>th</sup>.

Bills and orders were reviewed for payment.

Executive Session was called at 10:03 to discuss a personnel matter. Session ended at 10:10. Mr. Young moved to award a \$250 bonus in December to each highway employee, Clerk, and Assistant, seconded by Ms. Carter and approved unanimously. Clerk will issue checks with payroll.

Adjourned at 10:15 pm. The next Selectboard meeting is January 12, 2017 at 7:00 pm. There will be no meeting on the fourth Thursday of December due to Christmas holidays.

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Selectboard, Town of Charleston