

**Town of Charleston**  
**Selectboard Meeting 4/27/17**

MINUTES

A meeting of the town Selectboard was held April 27, 2017. Attending: Selectboard Members Dean Bennett, Meghann Carter and Larry Young; Duane Moulton and Dan Whipple of CVFD; Bruce Melendy of NVDA; Dan Lavilette of Red Cross; and Selectboard Clerk Colleen Kellogg.

THESE MINUTES ARE UNOFFICIAL UNTIL APPROVED AT THE NEXT MEETING

Meeting called to order at 7:00pm.

Motion by Mr. Bennett to approve the minutes of the April 13, 2017 meeting as written, seconded by Ms. Carter and approved.

OLD BUSINESS

Dan Lavilette discussed some details of an emergency shelter: Red Cross can supply documentation such as staffing plans and other resources, and can hold a 2.5-hour Shelter Fundamentals training for towns people. They also have people who can come and open a shelter and run it. There are a couple different shelter models: Locally managed, which is Red Cross supported (they might provide the food). A town can also open a “safe spot” where folks can gather and get warm, but this might not have sleeping capacity (Red Cross can supply cots). As far as what a town should have on hand, training is most important. Red Cross can help plan for Evacuation and for Post-impact. A designated shelter manager is the primary point of contact and responsible for the shelter. Red Cross can provide a manager’s kit, including signage and basic hygiene products. The national response time for Red Cross is 2 hours. In our area, they can usually have equipment on hand in one hour to shelter 300 people. In the event of a widespread disaster, Red Cross would first support the regional shelter in Newport. Those can shelter over 1000. Dan Whipple noted that CVFD interested in having shelter and emergency command capacity in their new planned firehouse. After discussion, the Selectboard asked Ms. Kellogg to request Red Cross Shelter Fundamentals training for a Wednesday evening in June. She will check with Mr. Lavilette and provide more info.

Bruce Melendy discussed the LEOP and asked for any needed changes. Laurinda Maxwell has agreed to be the contact for the school. Mr. Melendy will update the child care centers list (high-risk populations). Ms. Kellogg will provide addresses of any residents known to need oxygen, also for this list. CVFD will update their equipment list and send to Ms. Kellogg for incorporation into the plan. Mr. Melendy will have an updated plan ready for Selectboard approval at the May 11<sup>th</sup> meeting. He recommends putting information on the town website about what to do in an emergency—numbers to call.

Ms. Carter said that the Town is working with Downs Rachlin Martin, Attorneys, and Krebbs & Lansing, Engineers, and they are on-track to comply with the Public Service Board Request by

May 4<sup>th</sup> to keep the Solar Project moving forward. Motion by Ms. Carter to approve the \$300 application fee to VEC; seconded by Mr. Bennett and approved.

#### NEW BUSINESS

In a letter from Echo Lake Protective Association, the Selectboard is notified that ELPA will hold the Color Challenge fundraising run on West Echo Lake Rd on Sunday, July 2<sup>nd</sup>. The Selectboard sees no conflict with the use of the road.

Ms. Carter reports that Roger Patenaude has accepted a full-time Driver/Skilled Laborer job with the Charleston Highway Department and will start May 8<sup>th</sup>.

Report from the Tuesday Road Foreman's meeting: Gray's Paving provided the low estimate for paving Dane Hill Rd and Mr. Pepin will follow-up with the vendor.

#### ANNOUNCEMENTS & INFORMATION

Shane Morin has scheduled a site visit to Bridge #7 on May 1st at 9am. ANR Stream Engineer Patrick Ross will be there to address permitting needs. Mr. Pepin is prepared to attend.

Bills were approved for payment.

Meeting adjourned at 8:05pm. The next Selectboard meeting is May 11th, 2017 at 7:00 pm.

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Selectboard, Town of Charleston