

**Town of Charleston
Selectboard Meeting 6/14/18**

MINUTES

A meeting of the town Selectboard was held June 14, 2018. Attending: Selectpersons Meghann Carter, Glenn Peterson, and Larry Young; Residents Margaret Maxwell and Alice Letourneau; and Selectboard Clerk Colleen Kellogg.

THESE MINUTES ARE UNOFFICIAL UNTIL APPROVED AT THE NEXT MEETING.

Meeting called to order at 7:03 pm. Motion by Mr. Peterson to approve the minutes of the May 24, 2018 meeting as written, seconded by Ms. Carter and approved.

Under Public Comment, Mrs. Maxwell raised concern that Ms. Kellogg had provided incorrect information about her property to VTrans District 9, who had called the office regarding a highway access permit. The Selectboard instructed Ms. Kellogg to call District 9 and correct the error. Ms. Maxwell also raised concern about the validity of a recording taken in by the Clerk's office, and Ms. Kellogg shared her understanding of the recording requirements. Regarding highway maintenance, Mrs. Maxwell asked the Selectboard for clarification on issues related to the town's maintenance right-of-way, including trees, obstacles, and Selectboard obligation to maintain roads. Mr. Peterson shared information from a recent training on the subject. Selectboard members indicated that obstacles in the right of way that hinder maintenance will be looked into.

In an email to the Selectboard, a prospective buyer of a parcel surrounding Mt. Bess Road requests that the board consider discontinuing Mt. Bess Road to a private road. The Selectboard was in agreement to maintain the current road classification, and asked Ms. Kellogg to draft a response.

ROAD REPORT

Ms. Kellogg took a call that week from Bill Perkins of the Westmore Selectboard. Westmore is interested in upgrading Hinton Hill Rd (and Westmore Rd) to Class II but will likely proceed only if Charleston is also interested. Westmore plans to do a traffic study this summer with their own equipment. Mr. Young noted that Class II roads received more assistance money, but there is also a cost to upgrade the road, and he didn't feel the Town could say yes without having the money and knowing for certain that there was time to complete the work. Board members agreed they would like to gather more information before making a decision, including finding out the per mile cost, asking the Road Foreman for his thoughts about the feasibility of upgrade and maintenance, and asking Shane Morin, District 9, to meet with the Selectboard and discuss what's involved. Ms. Kellogg will make inquiries to gather this information, set a meeting, and will also reply to Mr. Perkins that Charleston is looking into cost and will be interested in seeing the traffic study results.

Asked for an update on the Hudson Rd box culvert installation project, George Carpenter of J.P. Sicard wrote that the schedule was probably mid-August but they would try to do the work sooner if an opportunity arose. He asked how much notice the Town needed, and board members agreed they would like two weeks' notice in order to post closure notices. Ms. Kellogg will reply to J.P. Sicard.

OLD BUSINESS

Ms. Carter reported that the Community Solar Project's official commission date is June 30th, and the array has been built, is generating electricity, and a faulty piece of equipment is being replaced. Town and School attorneys are finalizing the net metering agreement. The School Board will be ready to sign, and the Fire Department is reviewing the draft and can set a meeting to sign the document. Until the agreement is in place, the array meter account is accruing credit from electricity generated—and this is not being lost. There is a tentative date for an onsite tutorial for town officials on the 21st. Ms. Carter asked about the possibility of displaying solar production information on the town website. Ms. Kellogg will look into this.

NEW BUSINESS

Motion by Mr. Peterson to approve the annual Unlicensed Dog Warrant prepared by the Clerk, seconded by Ms. Carter and approved and signed. It will be issued to Second Constable Langmaid along with a list of dogs/owners for follow-up.

The Municipal Roads General Permit (MRGP) Notice of Intent, which is due in July to be eligible for aid, was reviewed and signed by the Chair. It will be submitted with the \$240 fee.

Efficiency Vermont sent a letter offering a free business energy assessment. The Selectboard agreed this was a good idea, and asked Ms. Kellogg to follow up.

At 8:34 pm Ms. Carter moved to enter executive session to discuss a personnel matter, seconded by Mr. Young. Session ended at 8:39 pm, with the following action: Selectboard approved the second part of Mr. Margolla's wage increase that had been contingent on grader work. Effective the next pay period, Mr. Margolla's hourly rate will be increased by \$.25 to \$18.

A Forest Management Plan for the Town's Westmore acreage must be updated in 2019 per current use requirements, and the county forester sent a list of vendors. Ms. Carter recused herself as she is employed by one of the vendors. Ms. Young moved to ask local organization NorthWoods Stewardship Center for an estimate and map samples, seconded by Mr. Peterson and approved. Ms. Kellogg will request this. Ms. Carter said there is some financial assistance for plans; she was unsure whether municipalities were eligible.

Bills and Orders were reviewed and approved for payment.

ANNOUNCEMENTS

Charleston's Tax Sale will be held July 17th beginning at 9:00 am. Ms. Carter said she should be available to represent the Selectboard.

Seeing no other business or discussion, a motion to adjourn was made by Mr. Peterson, seconded by Ms. Carter, and the meeting adjourned 9:00 pm. The next meeting is June 28th at 7:00 pm.

Approved this 28th day of June 2018:

Selectboard, Town of Charleston