

**Town of Charleston
Selectboard Meeting 10/25/18**

MINUTES

A meeting of the town Selectboard was held October 25, 2018. Attending: Selectpersons Meghann Carter, Glenn Peterson, and Larry Young; Mike Paradis and Jeff Johansen of Newport Ambulance Service; and Selectboard Clerk Colleen Kellogg.

THESE MINUTES ARE UNOFFICIAL UNTIL APPROVED AT THE NEXT MEETING.

Meeting called to order at 7:00 pm, and Ms. Carter invited Newport Ambulance Service to present.

Mike Paradis said that NAS has worked up their 2019 budget and will ask Charleston for \$39,252 as estimated—up from \$29,462 in 2018. The cost is based on the budget for a Morgan substation plus an equitable share of company admin costs, and it brings the town better service as plans proceed to build a substation near Four Corners. New for next year, NAS will request monthly payments as well as a five-year commitment, although they understand that any commitment beyond a year must go to voters. Mr. Young asked if the 5-year contract would lock in the current price. Mr. Paradis said the service couldn't commit to that as staff costs always rise, but there is good news: NAS is able to generate more income than expected from the additional service and believe this is the largest increase the town will see. Discussion of NAS staff: 34-36 full time and part time employees, 2 people per truck, first-rate training, compensation and benefits aimed to keep good employees, and with the new substation they will hire a few more to ensure 3 crews 24/7. With three trucks per day, and the ability to pull in a fourth when needed, NAS has not had to rely on mutual aid since taking on all the area towns. NAS has seven trucks on a 7-year rotation, and equipment replacement costs are built in to the budget. They've done about 80 Charleston calls since late January. The Selectboard wished to review the contract further before signing, and the decision was tabled until the November 8th meeting. By agreement of all board members, Ms. Kellogg will send the contract to the town attorney for review.

Motion by Mr. Peterson to approve the minutes of the October 11, 2018 meeting as written, seconded by Mr. Young and approved.

NEW BUSINESS

Ms. Carter reported on the Planning Commission's Town Plan hearing the previous night. A revised draft is being generated based on comments, and the next step is for the Selectboard to hold a public hearing before adopting a final Plan. Ms. Carter made a motion to hold a Selectboard hearing at 6:15 pm on Thursday December 13th, seconded by Mr. Young and approved. Mr. Kellogg will change the Planning Commission meeting time to 6:00 pm to accommodate the hearing. Ms. Carter said she had suggested that the Selectboard's resistance to ATV trail development on town roads be included in the recreation section of the Town Plan, and board members agreed on this issue due to the potential damage to town highways.

An email was received from Lily Nie, owner for the East Charleston Store, requesting a support letter to help her seek a grant to reopen the country store. Selectboard members agreed that reopening the store would be good for the town, and Ms. Kellogg was asked to draft the letter.

Second Constable/Animal Control Officer Crystal Langmaid requests authorization to spend up to \$200 to purchase an insulated dog house for kenneling dogs in cold weather. Mr. Peterson said he has a big insulated house that he is happy to give her.

ROAD REPORT

A letter was received from Bill Manning & Pat Moyer, who access their property by way of a road through town land on Ten Mile Square Rd, stating that stormwater runoff from the Ten erodes the road and a culvert is required. Ms. Carter said a culvert might be in the town's interests when ditching work is done on that road, possibly next year. The Board agreed to take no action but to discuss the matter first with the Road Foreman.

The board reviewed a draft of a response letter to Mrs. Maxwell stating that they have found Bly Farm Road to be within town maintenance standards for Class IV roads. Letter was approved and signed and will be mailed.

Ms. Kellogg presented Charleston's Better Roads grant applications for review and signing. After discussion of the budget estimates and project scope, applications were signed by the Chair and will be submitted October 26th.

INFORMATION & ANNOUNCEMENTS

Annual Municipal Local Emergency Operations Plans (LEOP) will become Local Emergency Management Plans (LEMP) in 2019, requiring more detail. NVDA staff will still be supporting towns in this process. A copy of the new format is on file.

Vermont Emergency Management is planning a statewide 3-day emergency exercise relating to statewide recovery from a catastrophic incident next October and is looking for participation from Northeast Kingdom towns. Ms. Carter would be interested in keeping informed, Ms. Kellogg was asked to find out more detail on what's involved.

The Chair called for executive session to complete employee evaluation forms, all members agreed, and Executive Session began at 8:23 pm. Session ended at 8:57 pm. Ms. Kellogg will schedule a meeting with highway employees for 8:00 am on October 30th to discuss evaluations.

Seeing no other business or discussion, a motion to adjourn was made by Ms. Carter, seconded by Mr. Peterson, and the meeting adjourned at 9:00 pm. The next meeting is November 8th at 7:00 pm.

Approved this 8th day of November 2018:

Selectboard, Town of Charleston