

**Town of Charleston  
Selectboard Meeting 10/24/19**

MINUTES

Attending: Chair Glenn Peterson, Selectpersons Larry Young and Peter Moskovites; Town Clerk Teri Gray; and Selectboard Clerk Colleen Kellogg.

THESE MINUTES ARE UNOFFICIAL UNTIL APPROVED AT THE NEXT MEETING

The meeting was called to order at 7:00 pm by Glenn Peterson, Chair. Motion by Mr. Peterson to approve the minutes of the October 10, 2019 meeting as written, seconded by Mr. Young and approved as written.

**PUBLIC COMMENT**

A resident of Chilafoux Road submitted a written complaint about a neighbor's dog, which has been loose on his property repeatedly and behaves aggressively. Mr. Peterson will contact the Constable and follow up with the resident.

**ROAD REPORT**

Equipment and materials billing rates for grants as well as internal cost tracking were discussed. The board will work to have updated billing rates and internal cost tracking methods for 2020.

**NEW BUSINESS**

- Board members agreed to delay personnel evaluations and wage discussions until other business was concluded. Mr. Moskovites suggested that the town adopt a more formal process of revisiting wages at a certain time of the year rather than requiring employees to make the request.
- Better Roads grant applications are due November 22<sup>nd</sup>. Ms. Kellogg is working with the Road Foreman to identify project areas that include the highest priority road segments and have an update for next meeting.
- GreenUp submitted a \$50 appropriation request. Motion by Mr. Peterson to place it on the Town Meeting Warning, seconded by Mr. Moskovites and approved.

**OLD BUSINESS**

- Batchelder Rd reclassification hearing notices have been posted and received by abutting landowners. Board members completed their site visit October 15<sup>th</sup>, and the public hearing will take place at 6:00 pm November 14<sup>th</sup> at the Town Clerk's.
- Mr. Moskovites has completed a list that cross-references town highway numbers, names, and classification, including lists of Class 4 roads and legal trails. He will have a map to go with it for the next meeting to discuss how to proceed with a review of roads.
- Mr. Peterson is still waiting to connect with Crystal Langmaid about getting the town's dog kennel. The Clerk will have her call him.
- There was no update on Bly Farm Rd.

- Mr. Moskovites would like to review the town's budget reports to make them more readable to taxpayers and easier to compare year-to-year. Board members authorized him to have a conversation with an accountant and report back.

Mr. Peterson called for executive session to discuss performance reviews, seconded by Mr. Moskovites and session began at 7:56 pm. Session ended at 8:46 pm with the following outcome: Evaluations for Road Foreman and Admin. Assistant were complete and will be shared with employees. The Road Foreman will be asked to complete forms for his crew. Regarding employee wages, Mr. Young made a motion to approve the following wage increases for the 2020 budget, seconded by Mr. Peterson and approved: Bernie Pepin \$.50 increase to \$22.00/hr; Kiki Margolla \$.50 increase to \$18.50/hr; Roger Patenaude \$.75 increase to \$17.00/hr; Colleen Kellogg \$.50 increase to \$18.00/hr.

Ms. Kellogg asked if the board had considered her request for a healthcare contribution. The board will put it on the agenda for the November 14<sup>th</sup> meeting.

There were no bills or orders to approve.

#### ANNOUNCEMENTS

The Clerk provided information about VLCT onsite trainings, which might cover budgeting.

Seeing no other business, the Chair adjourned the meeting at 9:00 pm. The next meeting will be held Thursday, November 14, 2019 at 7:00 pm. There will be a road reclassification hearing immediately preceding at 6:00 pm.

Approved this 14th day of November, 2019:

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Selectboard, Town of Charleston