

**Town of Charleston**  
**Selectboard Meeting 2/27/2020**

MINUTES

Attending: 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 Peter Moskovites, Chair. Motion by Mr. Young to approve the minutes of the February 13, 2020 meeting as written, seconded by Mr. Moskovites and approved as written. There was no public comment or road report.

NEW BUSINESS

- Charleston's redetermined CLA was received from the VT Dept. of Taxes, and the Listers recommend acceptance. Motion by Mr. Moskovites to accept, seconded by Mr. Young and approved. Approval form was signed and will be mailed.
- Mr. Young proposed a simple employee performance evaluation form to replace the one currently used. Mr. Moskovites was in agreement to begin using the new form for 2020 reviews. Board members asked the clerk to customize the form with town information.
- The town will have its annual financial meeting with VTrans after town meeting. Board members asked the clerk to offer 8:00 am on March 10<sup>th</sup> or 17<sup>th</sup> as possible dates.
- There was nothing needed in preparation for Town Meeting.
- A PACIF safety grant application was prepared to seek funding for a fireproof storage cabinet and work zone signage for the highway department. Motion by Mr. Young to approve and sign the application, seconded by Mr. Moskovites and signed by the Chair.
- The Town Clerk received a public records request from Steven Adler of Adler & McCabe for records on Bly Farm Road. She brought it to the board's attention and requested that town officials provide her with relevant documents that might not be in the town office.

OLD BUSINESS

- There was no Class 4 discussion
- The Chair called for executive session at 7:48 pm to discuss attorney communication. Ended at 7:51 with no action taken.
- Board members agreed that formal comment on proposed tree warden language was not needed.

Bills and orders were approved for payment.

Seeing no other business, the meeting adjourned at 8:05 pm. The next meeting will be held Thursday, March 12, 2020 at 7:00 pm. There will be a Planning Commission meeting immediately preceding at 6:30 pm.

Approved this 12th day of March, 2020:

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Selectboard, Town of Charleston