

Town of Charleston
Selectboard Meeting 4/9/2020

MINUTES

Attending by Zoom video or telephone: Selectpersons Pat Austin, Larry Young and Peter Moskovites; Road Foreman Bernie Pepin; Town Clerk Teri Gray; Selectboard Clerk Colleen Kellogg; and resident Alice Letourneau

THESE MINUTES ARE UNOFFICIAL UNTIL APPROVED AT THE NEXT MEETING

The meeting was called to order at 6:00 pm by Peter Moskovites, Chair. Motion by Mr. Austin to approve the minutes of the March 12, 2020 meeting as written, seconded by Mr. Moskovites and unanimously approved.

ROAD REPORT

Mr. Pepin said the crew is doing emergency maintenance typical for this time of year—stone for sink holes and grading to cut severe potholes, gearing up for the coming storm, and readying equipment for the coming season. He has seen problems on Bly Farm due to driving outside the main travel area, and hopes to soon resume work on Hudson Rd that was begun last year. The crew are keeping separate, using sanitizer, and sent home when not needed. Board members emphasized the importance of using gloves and masks, wiping down equipment, and not sharing vehicles, and asked Clerk's office to help source more wipes, sanitizer, masks, etc.

NEW BUSINESS

- Motion by Mr. Moskovites to waive late fees on dog licenses until the end of Vermont's stay at home order, which will be extended on Friday, seconded by Mr. Austin and approved unanimously. (*Note: On April 10th, the order was extended to May 15th*)
- Discussion to clarify how to fill out timesheets and do payroll while restrictions limit work to essential tasks. Per his job description, Mr. Pepin starts at 6:00 am to check roads ahead of the crew, and the crew starts at 6:30 am. Board members will follow-up with the Treasurer to make sure everything is working well.
- There is no need to discuss a fill-in operator for now. Ted Aldrich has agreed to come back as seasonal driver, and Doug Matten's job application will remain on file for future.
- Dennison is supplying DEF fluid to the highway department, and the tank and hose are loaned by agreement. Motion by Mr. Moskovites to authorize the Town Clerk to sign the agreement, seconded by Mr. Austin and approved unanimously.
- Mr. Pepin has no concerns about staging a town truck for residents to drop off GreenUp bags during GreenUp weekend—now May 30th and 31st. Motion by Mr. Moskovites to approve the use of the town truck, seconded by Mr. Austin and approved unanimously. Mr. Austin also said that if there are changes to the schedule due to the health emergency, the board could explore alternate arrangements like a rubbish container.
- Regarding Emergency Operations Center (EOC) costs, Ms. Gray said she has set up revenue and expense accounts to track these special costs, and the town has received the \$1000 grant to provide community meals. Ms. Kellogg asked the board to consider allocating town funds. Board members agreed to wait for a report from the EOC to determine what might be needed, and to discuss the matter at the next meeting. Board

members were in agreement that Ms. Kellogg should submit the Request for Public Assistance (RPA) so EOC and meals costs will be eligible for FEMA disaster assistance.

- Mr. Austin asked if staff had the equipment they need to participate in remote meetings from home, if any additional technology was needed, and if the town should look into grant assistance. Most seem to have their own equipment, and Mr. Young is satisfied with telephone participation. Ms. Gray said the listers have a tablet that can be borrowed. Clerk's Office staff will help Mr. Pepin with Zoom use.
- Board members and the Road Foreman said there have been no past concerns related to the Echo Lake Swim. Motion by Mr. Austin to approve a Marine Permit for Kingdom Games for the event as long as gathering restrictions are not in place at that time, seconded by Mr. Moskovites and approved unanimously.

OLD BUSINESS

- Regarding the town's gravel pit in Barton, Mr. Pepin is waiting to hear back from Kingdom Gravel on a quote for stripping. He has given the Brownington Selectboard a winter sand price quote and is waiting to hear back from them as well.
- Regarding the Town's recently purchased Volvo loader, Ms. Gray reports the loan for \$60,000 is processed, funds deposited, and the title has been received. Mr. Pepin said the equipment is working well.
- Motion by Mr. Moskovites to approve contracts with Patenaude Brush Hogging and David White Trucking and have the Town Clerk sign on their behalf, seconded by Mr. Austin and approved unanimously.
- Regarding Bly Farm Rd, Ms. Gray reports that her office received and replied to a second public records request from Attorney Adler who represents the Davis family. She has provided what she is able to, and any further requests will probably have to be sent to the town attorney for response.
- Ms. Gray pointed out there was a typo on the list of orders included in the agenda—the total of item 3 is \$2,029.58 as shown on the check warrant provided for review. Motion by Mr. Moskovites to approve the following warrants as issued, seconded by Mr. Austin and approved unanimously:

1. RDS11, \$2,065.79 (PR)	7. RDS13, \$2,167.59 (PR)
2. RDS11, \$8,167.48 (AP)	8. RDS13, \$164,837.26 (AP)
3. RDS12, \$2,029.58 (PR)	9. GENL#4, \$2,115.94 (PR)
4. RDS12, \$4,052.22 (AP)	10. GENL#4, \$720.38 (AP)
5. GENL#3, \$2,023.62 (PR)	11. RDS14, \$2,254.56 (PR)
6. GENL#3, \$2,824.86 (AP)	12. RDS14 \$6,306.68 (AP)

ANNOUNCEMENT

The following announcements were read aloud: Annual Meeting w/ VTrans postponed until further notice; Newport Ambulance running crews from the Morgan station as of March 23rd; Listers are updating properties by exterior inspections, calls, and emails; and Residents are encouraged to visit charlestonvt.org for announcements. Mr. Austin added that residents can also join and check Charleston Coffee Facebook group for announcements. There was discussion of whether or not the group should be a public group rather than private.

PUBLIC COMMENT

Alice Letourneau, who lives at the end of Bly Farm Rd, brought it to the board's attention that her neighbor Mr. Davis is running vehicles outside of the traveled portion of Bly Farm Rd—

causing road damage and breaking tar adjacent to her home. Board members acknowledged that they have become aware of the situation.

At 6:50pm, the Chair called for Executive Session to discuss attorney advice on the matter of Bly Farm Rd. At this time, meeting recording was suspended, Alice Letourneau disconnected from the meeting, and only Board Members and the Road Foreman participated. Executive Session ended at 7:14 pm with the following action: Mr. Moskovites made a motion that a letter received by the Selectboard from Adler & McCabe be forwarded to town attorney William Davies so that Mr. Davies can advise the board, seconded by Mr. Austin and approved unanimously.

Seeing no other business, the meeting was adjourned at 7:17 pm by the Chair. The next meeting will be held Thursday, April 23, 2020 at 6:00 pm using the same virtual format. The agenda as well as call-in details will be posted at the post offices and charlestonvt.org with a link on Charleston Coffee Facebook group.

Approved this 23rd day of April, 2020:

Selectboard, Town of Charleston