

**Town of Charleston**  
**Selectboard Meeting 4/23/2020**

MINUTES

Attending by Zoom video or telephone: Selectpersons Pat Austin, Larry Young and Peter Moskovites; Road Foreman Bernie Pepin; 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 6:08 pm by Peter Moskovites, Chair. Motion by Mr. Austin to approve the minutes of the April 9, 2020 meeting as written, seconded by Mr. Young and unanimously approved.

**ROAD REPORT**

Mr. Pepin said the crew has a couple more days pulling in shoulders and graveling Dane Hill Rd, and will move to Hudson Rd by next week if weather cooperates. There is graveling to do on Calhoun, Gratton Hill, Corkins, Streeter and others. He is trying to schedule a time to walk the Barton pit to get a strip quote, and has heard nothing from Brownington about winter sand. He'll move the loader to the Barton pit Friday.

**NEW BUSINESS**

- Updated business restrictions now allow two workers in a pickup and mandate a face covering when in contact with others.
- Town Clerks can also permit title searches as long as certain restrictions are met. Ms. Gray said her office remains closed to the general public, but will permit one-at-a-time search appointments on Tuesdays starting the 28<sup>th</sup>. Attorneys will work downstairs only, masks/distancing/hand hygiene are required, and all areas will be disinfected between appointments. Mr. Austin asked the Clerk's Office to think about what changes might be needed in the office to put protective measures in place long term.
- An estimate was received from Tardiff for a propane heater. Neither board nor staff solicited the estimate, so it must have been sent in error. Mr. Austin suggested it would be a good idea to consider alternatives to the wood furnace for the garage.
- The Treasurer presented a report of 2020 budget vs. actual expenses so far. There was no discussion, but board members will review it further and bring any questions to the next meeting.
- Information from VTel regarding WiFi hotspots was received with no action taken.

**OLD BUSINESS**

- Motion by Mr. Austin to adopt the updated Local Emergency Management Plan (LEMP), seconded by Mr. Moskovites, and adoption was approved unanimously.
- Discussion of COVID-19 special expenses, including an invoice from the school for two weeks of community meals at \$1,529.50. Intended to help elderly during the stay home order, board members discussed how long the town could afford to provide these emergency meals. Mr. Young suggested the town contact AgeWell, which delivers meals to seniors in the Island Pond Area. Ms. Kellogg will find out more. Motion by Mr. Austin to continue to pay invoices from the school for adult meals through May 15<sup>th</sup>

allowing time to connect residents with additional area food assistance, seconded by Mr. Moskovites and approved unanimously.

[Mr. Young had to leave the meeting at 6:41pm]

- The Annual Financial Plan for Highways and the Certification of Compliance for Town Road and Bridge Standards—both required annual for state highway aid—were reviewed. Motion by Mr. Austin to approve the forms and authorize the Town Clerk to sign on the board's behalf, seconded by M. Moskovites and unanimously approved.

An invoice from Charleston Elementary School for community meals was approved for payment during Old Business.

Motion by Mr. Austin to approve the following orders as listed on the agenda: 1. GENL#4, \$1,643.08 (PR); 2. GENL#4, \$13,724.89 (AP); 3. RDS15, \$2,188.06 (PR); 4. RDS15, \$2,756.88 (AP); 5. RDS16, \$2,336.37 (PR); 6. RDS16, \$3,784.03 (AP), seconded by Mr. Moskovites.

Discussion: (1) Board members requested that Ms. Gray email them a copy of the itemized May & Davies invoice; (2) Ms. Gray said the town may have to pay workers comp. for a vendor that has not yet been able to provide proof of liability insurance. Motion approved unanimously.

The Chair called for Executive Session at 6:51 pm to discuss attorney advice on the matter of Bly Farm Rd. At this time, the meeting recording was suspended. Executive Session ended at 7:14 pm with the following action: Motion by Mr. Moskovites to send a note to Adler & McCabe acknowledging receipt of his letter, seconded by Mr. Austin and approved unanimously. The Chair will send the letter text to Ms. Kellogg for mailing.

Seeing no other business, the meeting was adjourned at 7:15 pm by the Chair. The next meeting will be held Thursday, May 14, 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. The board looks forward to resuming in-person meetings and hopes this will be permitted soon.

Approved this 14<sup>th</sup> day of May, 2020:

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Selectboard, Town of Charleston