

**Town of Charleston  
Selectboard Meeting 5/13/2021**

MINUTES

Attending: Selectpersons Peter Moskovites and Patrick Austin; Road Foreman Bernie Pepin; and Selectboard Clerk Colleen Kellogg.

THESE MINUTES ARE UNOFFICIAL UNTIL APPROVED AT THE NEXT MEETING

The meeting was called to order at 6:04 pm by Peter Moskovites, Chair.

Motion by Mr. Moskovites to approve the minutes of the April 22, 2021 meeting as written, seconded by Mr. Austin and unanimously approved. There was no public comment.

**ROAD REPORT**

The highway department has been working grade and chloride roads. It takes two weeks to grade all around town if every day is nice, and some days have been lost due to weather and a grader repair. This was the first major breakdown of the grader, which involved the turbocharger and actuator and cost around \$5,500. Mr. Pepin started Grants-in-Aid work on Center School Rd and will return there when chloride and grading is complete, or any day when weather prevents grading. Jim Ryan of the Municipal Roads General Permit program visited the site to discuss current road maintenance requirements.

Board members discussed how to handle calls received from residents regarding road conditions and the need for grading. It's important for townspeople to understand that some road problems can't be fixed immediately. The crew must wait for the weather to let up or the road to dry out before working on it. Grading in the rain, for example, wastes fuel and puts unnecessary wear and tear on equipment.

The Town's current access (driveway) culvert policy was discussed, including how to handle new driveway accesses, access culverts that are part of grant funded work, whether or not the town should install culverts, and how to bill property owners for culverts. Members agreed to review access culvert practices going forward at a later meeting.

Property owner Terry O'Brien left word at the town office about a cross-road culvert near his property that he would like the Selectboard to remove because the drainage causes damage on his property. Selectboard members and Road Foreman did not support removing the culvert, however, it is undersized and should be replaced with the required 18" when that area is worked on. Mr. Pepin's assessment is that Mr. O'Brien could remedy the problem by cleaning out a ditch between his and neighboring property so water can dissipate. The Board took no action but asked Ms. Kellogg to contact Mr. O'Brien and invite him to the next meeting if he would like to discuss the matter further.

**OLD BUSINESS**

- With no objections, business began with review of draft bid documents for the Center School Rd paving job. Mr. Austin moved to approve the Center School Rd bid documents with bids to be due by 3:00 pm May 27<sup>th</sup>, seconded by Mr. Moskovites and approved

unanimously. Ms. Kellogg will email the bid package in the morning to the three contractors that attended the mandatory pre-bid, with a reply request to confirm receipt.

- Board members reviewed a draft RFP and newspaper ad for replacement of the Highway Garage Roof, and plugged in the following dates: completion by October 30<sup>th</sup>, mandatory pre-bid at the Town Garage at 3:00 PM on June 7<sup>th</sup>, and a bid deadline of 3:00 pm June 24<sup>th</sup>. Mr. Austin moved to accept the RFP as edited, seconded by Mr. Moskovites and approved by both board members. The ad for bids will be posted in the Chronicle, Caledonia Record, and Newport Daily Express. Ms. Kellogg will also share in the Charleston Coffee Facebook group.

#### NEW BUSINESS

- Mr. Moskovites received calls from Mr. Letourneau and Mrs. Maxwell on Bly Farm Rd, who report that their neighbor Mr. Davis used a skid steer to dig in the roadside ditch. Mr. Moskovites will follow up with Mr. Davis and report back to the board.
- Mr. Pepin referred board members to a brochure about RAPS (Required Agricultural Practices) as there may be an issue with manure discharge into the stormwater ditches. Ms. Kellogg will send copies to the board members for future reference.
- Mr. Moskovites raised concern about right-of-way blockage near Scampy's in West Charleston Village. It's his understanding that access to the state ROW must be available. He will speak to the VTrans District 9 office for more information.
- Mr. Austin said the board is aware of an issue with solid waste services in town, since one vendor has pulled out of Charleston. He emphasized that there are haulers that provide rubbish and recycling, and haulers are expanding services in this area, so residents should contact haulers.
- Board members agreed to offer in-person public participation, but keep the remote option.

Eighth Highway and Selectboard orders totaling \$22,670.21 were approved unanimously and signed by both board members.

Seeing no other business, the Chair adjourned the meeting at 7:19 pm. The next meeting will be held Thursday, May 27, 2021 at 6:00 pm.

Approved this 27<sup>th</sup> day of May 2021:

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Selectboard, Town of Charleston