

**Town of Charleston**  
**Selectboard Meeting 04/28/2022**

MINUTES

Attending: Selectpersons Patrick Austin, Peter Moskovites and Larry Young; Road Foreman Bernie Pepin; Resident Butch Moulton; and Selectboard Clerk Colleen Kellogg.

*THESE MINUTES ARE UNOFFICIAL UNTIL APPROVED AT THE NEXT MEETING.*

The meeting was called to order at 6:00 pm by Patrick Austin, Chair.

Peter Moskovites moved to approve the minutes of the April 14, 2022 and April 26, 2022 meetings as written, seconded by Larry Young and unanimously approved.

**PUBLIC COMMENT**

Butch Moulton was present to respond to a letter from the Selectboard about keeping Rocky Ledge Rd accessible due to its legal trail status. He has a barbed wire fence across the trail and understands he must put a gate across instead, but he wants to know what kind of gate it needs to be. Selectboard members suggest a wire fence plastic handle—the type of gate is not important as long as it is not locked. Mr. Austin moved to grant Mr. Moulton permission to install an unlocked gate(s) across the road at his property, seconded by Peter Moskovites, and approved.

**ROAD REPORT**

Mr. Pepin said the crew is working on general maintenance and has done quite a bit of ditching and related work on Ten Mile Square Rd. He has to wait on a grant before proceeding on the next section. New Grader Operator Fred Baraw is doing good work. Mr. Austin met with Dale Simino about a problem at his driveway on Hudson Rd. Mr. Pepin is aware the area needs work when the crew ditches in that area, but in the short term, the town will address water flow at this location. With the resignation of Ted Aldrich at the April 26<sup>th</sup> meeting, the Selectboard asked Ms. Kellogg to run an ad for a Truck Driver/Skilled Operator for one week in the local papers.

**OLD BUSINESS**

- Discussing possible uses of ARPA funds, Mr. Austin said that Jesse Currie plans to look over the garage on the next rainy day to diagnose roof leaks and will take off tin to figure out a plan and estimate for spray foam insulation for the walls.
- Ms. Kellogg confirmed that the town is working with Tardif to finalize the best heat pump equipment for the town office and will come back to the board for approval if the project will exceed the original budget.
- Selectboard members agree that a backup generator to power the garage and town office is a worthwhile project. They asked Ms. Kellogg to request size/installation recommendation and a price quote from the following five contractors: D & D, Gene's Electric, Gates Electric, Bob's Electric, Farmacyard Store, and Rusty's Electric. The board would like vendors to provide details about warranty and maintenance and have estimates submitted by the July 14<sup>th</sup> meeting.
- Ms. Kellogg submitted an estimate from Gray's Paving for resurfacing the town office parking area. The estimate is higher than the periodic patching and sealcoat service because pavement would have to be removed and reapplied to fix a heave under the downstairs door. Board members agreed that a concrete pad outside the door might be more stable than pavement. Mr. Austin will get a couple prices from Green & Son. Board members would like to plan to have the highway crew to do the prep work.

- Sarah Jenness will take over as Health Officer on May 1st. Board members agreed to compensate her at the Animal Control Officer Rate—\$16 hour plus mileage.
- Mr. Moskovites is working on a draft letter/policy about needing Selectboard approval before doing any work in the highway maintenance right-of-way and will review it with the board at a later meeting.
- Selectboard members agreed that landowner Michael Rice should be notified that he is in violation of the town's junk vehicle ordinance. Mr. Moskovites will work with the Clerk's Office to finalize and mail the letter with a requirement that it be moved by the next board meeting.
- Mr. Moskovites volunteered to discuss personnel policies recommendations with the VLCT HR Specialist and report back to the full board. Ms. Kellogg will set up a phone call or remote meeting at a time when the Clerk and/or Asst. Clerk can attend.
- Board members discussed minor safety concerns raised during the VLCT hazard survey at the Clerk's Office and Garage. Mr. Austin will speak to Jesse Currie about firming up the garage stair railing, and Mr. Pepin will secure the grinder. He will also create a small winter sand pile out front with signage.

#### NEW BUSINESS

- Mr. Austin moved to reappoint John Kellogg as Charleston's Primary Representative to NEK Broadband and Peter Moskovites as Alternate Representative, seconded by Mr. Young and approved.

Two Selectboard orders totaling \$4,915.64 and six Road orders totaling \$18,544.77 were approved unanimously and signed by all members.

#### ANNOUNCEMENTS & INFORMATION

- GreenUp Day is May 7<sup>th</sup>. A Town Truck will be parked outside the Clerk's Office May 7<sup>th</sup> and 8<sup>th</sup>. NO TIRES. Bags can be picked up outside the Clerk's Office anytime.
- Stu Johnson of Vermont Local Roads is available for grader training for highway crews. Information will be kept on file for new hires.

Seeing no other business, Mr. Moskovites moved to adjourn the meeting, seconded by Mr. Austin, and the meeting adjourned at 7:12 pm. The next meeting will be held Thursday, May 12, 2022 at 6:00 pm.

Approved this 12<sup>th</sup> day of May 2022:

---

Selectboard, Town of Charleston