

Town of Charleston
Selectboard Meeting 08/25/2022

MINUTES

Attending: Selectpersons Patrick Austin, Peter Moskovites and Larry Young; Highway 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 6:00 pm by Patrick Austin, Chair. The following items were added to the agenda: moving historical society's safe to their museum, signing 2021 Grand List Certificate, and signing FY23 Grants-in-Aid agreement.

Peter Moskovites moved to approve the minutes of the August 11, 2022 meeting as written, seconded by Larry Young and unanimously approved. There was no public comment.

ROAD REPORT

Bernie Pepin reports that road maintenance is going well. The Better Roads project on Ten Mile Square Rd will be complete once straw mat is installed on the bank. The crew started shouldering on Dane Hill Rd today. Truck 2, the newest Mack went down; it was skipping on the low end then got worse and had to be towed to Sheldon and should be ready today. Fred has been helping with grading, and the crew is working great together. They need to start hauling winter sand soon.

OLD BUSINESS

- There was discussion of a J.A. McDonald invoice for crushing. The board sees a discrepancy in the total job price. Ms. Kellogg will put together a letter and make sure the Town and vendor agree.
- Mr. Austin moved to adopt VLCT model language for a drug and alcohol section to the Personnel Policies, seconded by Mr. Moskovites and approved. The revision is now complete and the document will be shared with employees and reviewed by VLCT.
- Discussing Class 4 road maintenance, Mr. Pepin said the crew hauled gravel to Crawford Hill Rd. Crowe Hill Rd still needs ditch dirt piles removed. Tripp Hill is probably okay for this year, but should have gravel at some point. Town Farm Road roadside needs to be opened up at the top so water drains. Mr. Pepin will do what he can within the ROW. In future, there are a couple of culverts that need replaced, and some trees taken down. All Class 4 work to be done as the crew has time. Ms. Kellogg is assembling Class 4 history for the last few years to track maintenance.
- Mr. Austin talked with Bob's Electric about a generator. It may make sense to combine the Garage and Clerk's Office onto one meter/transfer switch combination, and all equipment could be near the pole.
- One of two 2022 ARPA payments was received. \$72,287 has been allocated by the town so far. Mini-split units have been installed at the Clerk's Office. The Garage roof job is complete, and the final invoice will be paid Monday. Regular pest control is needed in the garage. Mr. Austin is pursuing the office basement door, school bell roof, and rotted office siding with Currie Construction and Green & Son Concrete.

NEW BUSINESS

- Board members agreed to advertise the town's woods splitter for sale, \$2500 or best offer. Ms. Kellogg will get details from the Foreman and post an ad on Charleston Coffee, Front Porch Forum, and at local post offices and stores.

- A current Budget Expenditures Report was received from the Treasurer. Board members will review for any questions or concerns.
- Board members discussed an earlier plan to collaborate with the Charleston School on propane bids for a better price. Mr. Austin will talk with the school principal.
- At the Listers' request, board members signed the 2021 Grand List "Certificate – No Appeal or Suit Pending" form to close out the 2021 Grand List.
- Mr. Austin was asked by the Charleston Historical Society to help move their safe from the highway garage to the museum. As a favor, he is trying to help with this. The crew can move it to the museum but is not able to take it inside.

Two Selectboard orders totaling \$17,801.90 and four Road orders totaling \$39,256.41 were approved unanimously and signed by all members.

ANNOUNCEMENTS & INFORMATION

- Memphremagog Watershed Association is organizing a site visit to a road erosion site on East Echo Lake Rd with town officials and DEC on Thursday, September 8th. Ms. Kellogg is just waiting for the meeting time to be decided.

The board called for Executive Session at 7:07 pm to discuss a personnel matter. Session ended at 7:17 pm with no action taken.

Seeing no other business, Mr. Moskovites moved to adjourn the meeting, seconded by Mr. Austin, and the meeting adjourned at 7:18 pm. The next meeting will be held Thursday, September 8, 2022 at 6:00 pm.

Approved this 8th day of September 2022:

Selectboard, Town of Charleston