

**Charleston Town Planning Commission**  
**Meeting Minutes for Public Meeting on December 22, 2022**

Members Attending: John Kellogg, Chair; Blair Moulton, Clerk; Peter Moskovites, ExOfficio; Larry Young, Ex Officio

Members Unable to Attend: Eleanor Leger, Hap Eliason

Also Attending: Colleen Kellogg, Assistant Town Clerk

The meeting, held at the Town Office, was called to order at 5:30 pm by Chair John Kellogg. Minutes of the September 22, 2022 Planning Commission meeting were read. A motion was made by Peter Moskovites to accept the minutes and seconded by Larry Young. The motion passed unanimously. There was no public comment.

Under Old Business, Assistant Town Clerk Colleen Kellogg provided a brief update on the town's solar array. She said there have been numerous alerts recently that all appear to have to do with snow on the panels, but the equipment and communications are operating well. Continuing a discussion of array maintenance from the last meeting, Ms. Kellogg reminded members that the town's maintenance contract with Building Energy ends this summer. Mr. Kellogg said he will coordinate with Hap Eliason and Ms. Kellogg to contact Building Energy and explore the possibility of working with a local maintenance vendor going forward.

Also under Old Business, Mr. Kellogg reiterated Planning Commission support for the Charleston's Townwide Hazard Mitigation Plan, which must be renewed every five years to remain eligible for grants. The Commission will coordinate with the Selectboard to track progress toward goals and meet the annual public reporting requirement at an April Selectboard meeting. As for progress updates, Ms. Kellogg said she now receives monthly school Principal's reports to document safety exercises for the plan. Mr. Kellogg reported that activation of an Emergency Operations Center during the COVID pandemic was an example of successful townwide coordination. Blair Moulton will discuss plan goals related to the fire department for a future progress update. He said the department's regular safety events at the school were stopped during COVID, but they hope to resume soon.

John Kellogg offered a brief update on NEK Broadband. With the appointment of Peggy Stevens as the town's primary representative, he now serves as the secondary. The NEK Broadband organization has been established, and now there is more need for outreach to the community about building the network and extending service, which Ms. Stevens is well suited for. Initial service in Charleston is probably a year or more away.

Under New Business, Board members reviewed a list of Selectboard meeting dates to inform the Planning Commission's 2023 schedule. Mr. Kellogg moved to schedule 2023 regular meetings of the Planning Commission at 5:30 pm on March 9<sup>th</sup>, June 8<sup>th</sup>, September 14<sup>th</sup>, and December 14<sup>th</sup>. The motion was seconded by Mr. Moulton. With no further discussion, the schedule was approved unanimously.

Seeing no other business before the Commission, Mr. Kellogg asked for a motion to adjourn which was made by Peter Moskovites and seconded by Larry Young. The meeting was adjourned at 5:56 pm. The next meeting of the Planning Commission will be held at 5:30 pm on March 9, 2023 at the Town Office.

Minutes Accepted on March 9, 2023 by:

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John Kellogg, Chair

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Blair Moulton, Clerk