

Town of Charleston
Selectboard Meeting 10/26/2023

MINUTES

THESE MINUTES ARE UNOFFICIAL UNTIL APPROVED AT THE NEXT MEETING.

The meeting was called to order at 6:02 pm by the Chair, Pat Austin.

Attending: Selectpersons Pat Austin, Tim Jenness, and Peter Moskovites; Road Foreman Wendell Hastings; Head Lister Jean Wilson; and Selectboard Clerk Colleen Kellogg. Added under new business: Lister discussion of a development notice, and a 2024 appropriation request from VSO.

Tim Jenness moved to approve the minutes of the October 12, 2023, meeting as written, seconded by Peter Moskovites, and the minutes were approved without discussion. There was no public comment.

With agreement, Jean Wilson's business was taken up first. To keep the Grand List fair, the Listers are proposing a development notice form for property owners to submit to the town office if they are doing any kind of building or renovation. Currently, listers must drive around and see what they can. She recommends a Selectboard ordinance and would like to start the conversation by submitting a draft document. She suggests the form could be included in Town Meeting/Town Report if it is ready in time. She would like it to include parcel changes like a new driveway, addition of a structure or square footage, installation of water/septic, renovation or additions, deconstruction/removal of structures— and the board could include anything needed about driveway curb cuts. Many towns do this. Some just send out a questionnaire; others have penalties. The Listers don't think a fee is needed but recommend a penalty for not submitting the form. Pat Austin would like to take time to consider curb cut language and have a lawyer review the document. Peter Moskovites agreed that the form is a good idea but opposes a fee. Mr. Austin is willing to consider a penalty rather than a filing fee.

Jean Wilson explained that the Listers just received utility valuation information from the state regarding Barton Electric, which should have been submitted in time for the 2023 Grand List. Their value was set at \$509,100 but should be increased to \$594,700 as shown on the PVR Errors and Omissions Certificate. The Certificate was approved and signed by all Selectboard members, and a revised tax bill will be sent.

The Chair moved to enter Executive Session to discuss personnel matters, with a second by Tim Jenness, and Executive Session began at 6:11 pm. Executive Session ended at 6:34 pm with the following action. Pat Austin made a motion to raise Joe Mead's hourly rate to \$22/hr with a second by Tim Jenness, and the motion was approved. Board members agreed to offer the open Driver/Laborer position to a candidate interviewed earlier that evening. The Chair will contact the individual, and any remaining details will be finalized at the next meeting.

ROAD REPORT

- The Foreman will hold a site visit to discuss the Fontaine Rd culvert job with contractors on Monday.
- The Vermont River Management Engineer has recommended in-stream work to repair a slope on Durgin Rd, which would be much more costly than the original plan discussed with VTrans. Peter Moskovites will contact VTrans to discuss this and report back to the Selectboard about the town's options.

OLD BUSINESS

- Board members interviewed an applicant for the Driver/Laborer position earlier that evening.

- Colleen Kellogg said the town's Damage Inventory for the July storms was submitted to FEMA, and she will continue to field requests for supporting documents. The total costs incurred to date are around \$200,000. A few projects will not be completed until 2024.
- Wendell Hastings said that truck body pin repairs are being done, and the cost is less than expected. Board members agreed that further discussion of a new truck can wait for budget discussions.
- The Chair asked to place a discussion of the grader on the next meeting agenda. Wendell Hastings will get an estimate to repair the rear mail seal. Proposals for new equipment will be reviewed. The timeframe for a new machine is 6-8 months.

NEW BUSINESS

- A 2023 annual report was received from NEK Broadband along with the proposed 2024 budget. Residents of member towns are invited to attend the governing board meeting on November 9th.
- An Errors and Omissions Certificate to correct the Grand List was approved and signed earlier in the meeting.
- A 90-Day Employee Review was completed for Joseph Mead earlier during executive session.
- The board received a request from VSO Symphony Kids to place their \$100 appropriation request on the 2024 town meeting. This is the same level of support received in 2023. Motion by Pat Austin to place the item on the warning, seconded by Peter Moskovites and approved.

Five Selectboard orders totaling \$1,656,288.97 and three Road orders totaling \$111,567.21 were approved unanimously and signed by all members.

Seeing no other business, the Chair adjourned the meeting at 6:56 pm. The next regular meeting will be held Thursday, November 9, 2023, at 6:00 pm.

Approved this 9th day of November 2023:

Selectboard, Town of Charleston