

**Town of Charleston**  
**Selectboard Meeting 11/09/2023**

MINUTES

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

The meeting was called to order at 6:02 pm by Vice Chair Peter Moskovites.

Attending: Selectpersons Peter Moskovites and Tim Jenness; Road Foreman Wendell Hastings; Resident Janice Bowen and son Dwayne Bowen; Town Clerk & Treasurer Teri Gray; and Selectboard Clerk Colleen Kellogg. There were no changes to the agenda.

Peter Moskovites moved to approve the minutes of the October 26, 2023, meeting as written, seconded by Tim Jenness, and the minutes were approved without discussion.

**PUBLIC COMMENT**

Janice Bowen read a written request to the Selectboard asking to be granted rights to a spring located on the Town Farm property to which her camp has been connected since built in 1974. Dwayne Bowen said the spring is 600-700 ft from the camp, and a line goes under the road. It's in the area where the road splits, and the spring sits on a hillside at the property line. Peter Moskovites said the Selectboard would be willing to consider the matter; it's just never come up before. Town Clerk Teri Gray advised that the property owner will need to consult a lawyer to draw up a proposed deed or easement for the town's attorney to review before the Selectboard could consider approval. Questions were asked such as who owned the town farm property previously, and whether the town had granted approval to use the spring at the time they connected to it. The property owners will approach a lawyer about how to move forward and will discuss with the Selectboard again.

**ROAD REPORT**

Wendell Hastings reported that the roads are not in bad shape. The back pins in both Mack trucks have been fixed. The quick-connect tightener on the loader and the main chain on one of the 10-wheelers broke. The tightener parts are on-order, and they will fix the 10-wheeler tomorrow. He asked for executive session to discuss a personnel matter. Peter Moskovites moved to enter Executive Session, seconded by Tim Jenness, and executive session began at 6:13 pm. Session ended at 6:22 with the following action: Tim Jenness made a motion to hire Rod Lyon as part-time seasonal truck driver at \$20/hour. The motion was seconded by Peter Moskovites and approved.

**OLD BUSINESS**

Wendell Hastings learned that the Grader transmission/main seal repair is estimated to cost \$11,500, with additional freight to Williston. A new CAT grader was quoted around \$385,000. Per Selectboard request, he will inquire about trucking cost and availability and how long they would need the grader. He may also have them check out the lifters. They were to have been adjusted at 5,000 hours, but he does not see a record of doing this. He would like to touch up a few spots in town before it goes, and he'll need it to wing back snow later in the season. The Chair said the board can always call a short special meeting if further discussion/decision is needed. On a related matter, Mr. Hastings brought up the possibility of rebuilding the grader and keeping it on the road, which can cost around \$80,000 and eliminates the need to use DEF.

Peter Moskovites talked with Jason and Eric of VTrans District 9 and confirmed that a stream permit is not required if the town pursues the Durgin Rd slope repair by armoring it with stone from above. The in-stream fix recommended by the River Management Engineer is not required in this case. The

board agrees that the in-stream fix is beyond the town's means and unnecessary to stabilize the area, and they will refine the scope of work when the full board can participate. Colleen Kellogg will assemble documentation needed for FEMA.

The Driver position will be filled as needed by Rod Lyon, and the town will continue to pursue a long-term hire.

Colleen Kellogg reports that the FEMA public assistance application process is moving along. She meets with the program delivery management at least every two weeks and fills requests for documentation on an ongoing basis.

The Chair asked to table the matter of a Development Notice Form until Pat Austin could be involved in the discussion.

#### NEW BUSINESS

- Tim Jenness made a motion to place appropriation requests from GreenUp Day, Rural Community Transportation, Pope Memorial Frontier Animal Shelter, and NEK Council on Aging on the 2024 Town Meeting Warning. The motion was seconded by Peter Moskovites and approved.
- Newport Ambulance has announced their 2024 budget and will require \$59,983 for their annual contract with Charleston. They can send a representative to a Selectboard meeting if requested.
- The Treasurer provided a 2023 Highway Budget status report, including expenditures to date, unanticipated revenue received like a Better Roads grant payment and income from the sale of sand.
- Wendell Hastings said he needs to purchase shim gravel this year and feels the additional revenue should cover the cost. He also advised the board that tire expenditures will be higher in 2024 because he needs to replace expired retreads with virgin tires at \$9,000 per truck. With board approval, he would like to plan to sell sand to the Town of Westmore again in 2024—2000CY at \$2.75/CY. The sand must be removed anyway to get to the gravel, and Charleston has all the sand it needs in the Ten Mile Square Rd pit.
- The Chair said the Selectboard will begin 2024 line-item budget discussions at the December 14<sup>th</sup> meeting and asked the Clerk to get the spreadsheet and documentation ready.
- Employee Reviews will be conducted at the December 14<sup>th</sup> meeting. Mr. Hastings will prepare review(s) for highway employees.

Three Selectboard orders totaling \$42,793.37 and two Road orders totaling \$9,450 were approved unanimously and signed by all members.

Seeing no other business, Peter Moskovites adjourned the meeting at 7:12 pm. The next regular meeting will be held Thursday, December 14, 2023, at 6:00 pm.

Approved this 14th day of December 2023:

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Selectboard, Town of Charleston