

**Town of Charleston
Selectboard Meeting 2/8/2024**

MINUTES

THESE MINUTES ARE UNOFFICIAL UNTIL APPROVED AT THE NEXT MEETING.

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

Attending: Selectpersons Patrick Austin, Peter Moskovites and Tim Jenness; Town Clerk & Treasurer Teri Gray; Road Foreman Wendell Hastings; Dave Snedeker of NVDA; and Selectboard Clerk Colleen Kellogg.

The Chair accepted the following additions to the agenda:

- Road Report: Truck quotes; job applications
- New Business: Request for a grant support letter; VTrans annual meeting
- Information: Training needs survey from VLCT PACIF

Tim Jenness moved to approve the minutes of the January 25, 2024, meeting as written, seconded by Peter Moskovites, and the minutes were approved as written. There was no public comment.

Peter Moskovites offered a motion to start Dave Snedeker's business. This was seconded by the Chair and approved. Mr. Snedeker said various state agencies received ARPA funds and offered them through existing programs, but there was little uptake. Funds are managed through the Agency of Administration. Certain projects like water/wastewater systems and broadband are automatically eligible while other projects must be vetted through the Agency. Through the Municipal Technical Assistance Program (MTAP), towns are provided grant writers and help identifying assistance programs. NVDA is querying the town about projects and needs. He will contact Charleston's NEK Broadband representatives; some towns ask if they can be moved up in the build-out schedule. Regarding highway needs, Mr. Snedeker said that paving projects are not eligible. For a garage addition, the program would pay for a grant writer and help find programs that fund construction. He also asked if the Clerk's Office has projects in mind, such as digitizing records.

ROAD REPORT

- The grader is going back to United in Williston after 11 hours use; a seal has failed.
- A car has been parked in Crawford Hill Rd for three days preventing plow, sand, and wing access. The car belongs to tenants of Bob & Lilia Piette. Wendell Hastings asked about town authority to tow it. Board members said the person must be given prior notice. Tim Jenness agreed to talk with the landowner. No objects can be left in the road right-of-way. The board also instructed the Clerk to send the property owner, and tenant if known, a certified letter notifying them that if the vehicle is parked in road again, it will be immediately towed at the owner's expense. The tenants occupy an RV in the vicinity of town Legal Trail 3, and the trail location was discussed.
- Wendell Hastings said it is time to post roads against mud damage. Hudson Rd is at risk, and with the grader being serviced the town has no means to fix it. A hole has developed on Dane Hill Rd. The Clerk will post legal notices so that roads can be posted as needed. Restricted roads must be posted at both ends.
- Wendell Hastings received comparison quotes for Western Star and Mack trucks for when the Selectboard is ready to consider replacement.
- Two job applications were received and will be kept on file. The Town will continue posting the job on Indeed.com and the Chronicle.

- Patrick Hurley and Gabryel Gianoni would like to meet with the Road Foreman in April to discuss road assessments as part of the Echo-Seymour LWAP. The Selectboard and Foreman are open to this but will have to see how April unfolds in terms of weather and road maintenance, which takes priority.
- Regarding previously contaminated soil stored in the town pit, Wendell Hastings does not see a use for the material. Board members agreed to let testing happen and then decide for certain.

NEW BUSINESS

- Bill Davies will no longer conduct tax sales. He will continue to provide other legal services. Teri Gray said she is waiting to hear if Delinquent Tax Collector Grace Frizzell obtains any referrals for tax sale attorneys. Peter Moskovites will be on the lookout for options.
- Planning Commission Chair John Kellogg has suggested activating the EOC in advance of the April 8th Solar Eclipse in case coordination or communication among town agencies will be helpful. The Selectboard does not yet see a need but will keep Eclipse considerations on the agenda so action can be taken if the need arises.
- Nordic Roots Farm on Westmore Rd has requested a support letter from the town for their Dept of Ag Meat and Produce grant application. John Kellogg sent a draft letter for Selectboard review, which cites Town Plan objectives. Pat Austin moved to approve and sign the letter. The motion was seconded by Tim Jenness and approved.
- VTrans will be calling soon to schedule Charleston's Annual Financial Meeting. Board members agreed that an 8:00 am weekday meeting works best.

OLD BUSINESS

- Under Town Meeting, Teri Gray said Town Reports are being mailed to voter households. The Selectboard can contact her if any planning or information is needed before the meeting.
- Wendell Hastings said that outdoor outlets used by the school bus were disconnected when the town's generator was installed. The generator installer seems unlikely to repair them, and another electrician estimated more work than he felt was needed. Teri Gray has an electrician contact and will get an estimate.

Two Selectboard orders totaling \$9,213.33 and two Road orders totaling \$33,079.40 were approved unanimously and signed by all members.

Under Information, VLCT PACIF Underwriting & Loss Control would like to know town interest in training such as VOSHA, claims overview, drug testing, HR and hiring, or any other needed topic. Mr. Hastings said the town will need to update MSHA training.

The Chair called for Executive Session to discuss attorney communication. Session began at 7:04 pm and ended at 7:14 pm with no action taken.

Seeing no other business, Tim Jenness made a motion to adjourn, seconded by Patrick Austin, and the meeting adjourned at 7:15 pm. The next regular meeting will be held Thursday, February 22, 2024, at 6:00 pm.

Approved this 22nd day of February 2024:

Selectboard, Town of Charleston