

**Town of Charleston
Selectboard Meeting 6/27/2024**

MINUTES

THESE MINUTES ARE UNOFFICIAL UNTIL APPROVED AT THE NEXT MEETING.

The meeting was called to order at 6:00 pm by Peter Moskovites, Chair.

Attending: Selectpersons Peter Moskovites (PM) Terry Rollins (TR) and Tim Jenness (TJ); Road Foreman Wendell Hastings (WH); Resident Linda Studer (LS); Orleans Snowstormers Rep Raymond Rodrigue (RR); and Selectboard Clerk Colleen Kellogg (CK).

CK asked to add the following to the agenda: Posting an open highway crew position, with a possible executive session to discuss personnel matters. With no objection, changes accepted by the Chair.

TJ made a motion to approve the minutes of the June 13, 2024 meeting as written, second by TR. The minutes were approved as written with no further discussion.

PUBLIC COMMENT

Raymond Rodrigue, Orleans Snowstormers, said the club wants permission to repair a section at the end of Mt. View Drive, which is Class 4 highway that connects with Chapdelaine in Brownington. They plan to make it passable and control water—smooth it, clean ditches, and put in water bars. WH said he had no problem with the work as discussed. PM moved to approve the work and sign a landowner permission form needed for VAST. The motion was seconded by TR, passed, and the form was signed by the Chair.

Linda Studer has owned White Birch Lodge, with cottages located at 1563 East Echo Lake Rd, since 1980. While she has never had a problem with water runoff, she said stormwater now runs downhill from Jordan Rd and floods the lawn where lodgers play games. She needs to solve the problem and hopes that the Foreman can speak with her contractor, Richard Fortin, to see what can be done. There was discussion of the path that water is taking, the low grade of the lawn, and where property owner driveway culverts might be needed. PM suggested that a site visit was a needed next step, and all board members agreed. PM took contact info and will schedule a visit.

ROAD REPORT

WH said grading was done on Echo Lake and Gratton Hill Rd. Also, roadside mowing has begun—starting on Jordan Rd and around Echo Lake. With a recent crewmember resignation, the Chair asked to discuss staffing later in executive session—all agreed.

OLD BUSINESS

- Regarding the Town of Brownington’s request that Charleston contribute funds to improve a Brownington section of Chilafoux Rd, TR made a motion that Charleston take no action, second by TJ. Discussion: PM suggested tabling the matter until 2025 budget discussions allowing Brownington more time to provide required detail. A vote was called, and the motion passed 2:1. PM will notify Brownington.
- Regarding how to handle road policy violations, PM asked to enter executive session to discuss attorney communication. Session began at 6:27 pm and ended at 6:33 pm with no action taken.
- CK asked the board to consider submitting a pre-application to the Hazard Mitigation Grant program to flood proof the municipal offices. The program requires no match this year, and the pre-app deadline is August 16th. WH agreed to consult with vendors about a scope of

work and estimated cost to address drainage, including regrading, repaving, and repair to a catchment above the office.

- CK confirmed that the Clerk's office is preparing to meet new meeting recording requirements that take effect in July.

NEW BUSINESS

- An Orleans Snowstormers matter was decided earlier in the meeting.
- Prompted by Audrey Frizzell's inquiry about gravel/maintenance at the top of Crowe Hill Rd, PM discussed the "unimproved" condition of the road per the town highway map and possible landowner/town interest in reclassifying that section of road. PM will speak with VTrans about the road's primitive status vs. town policy to keep Class IV roads passable for 4-wheel drive. TJ will find out if the section of road is used as a snowmobile trail. PM asked to keep the matter on meeting agendas.
- CK said that NVDA collected field data for the town's Road Erosion Inventory (REI). She will confirm completion and prepare the MRGP Amendment Form that must be submitted to the state. Board members and WH reviewed a list of seven "Very High Priority" road segments that must be improved by December 31, 2025.
- Board members and WH received and reviewed a report of highway revenue and expenditures to date.
- An Internal Financial Controls Certificate was received from Town Treasurer Teri Gray as required annually.

Two Selectboard orders totaling \$18,537.73 and three Road orders totaling \$49,578.44 were approved unanimously and signed by all members.

The Chair called for executive session to discuss a personnel matter. Session began at 7:13 pm and ended at 7:44 pm. With agreement from all members, the Chair asked CK to post a job ad for a Driver/Laborer in the Chronicle and at Indeed.com.

Seeing no other business, TJ made a motion to adjourn, seconded by TR and the meeting adjourned at 7:45 pm. The next regular meeting will be held Thursday, July 11, 2024, at 6:00 pm.

Approved this 11th day of July 2024:

Selectboard, Town of Charleston