

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

MINUTES

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

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

Attending: Selectpersons Peter Moskovites (PM) and Tim Jenness (TJ); Road Foreman Wendell Hastings (WH); Highway Applicants Normand Frechette and Jason Morton; Resident Lynwood Crown; and Selectboard Clerk Colleen Kellogg (CK).

With no objections, the Chair asked to begin with the Road Report and then enter Executive Session to talk with Applicants.

**ROAD REPORT**

WH said the crew is catching up, has cleaned ditches and graded several roads including West Echo Lake, Sanderson, Lower Hudson, and East Echo Lake Rd from Church Hill to Jordan Rd so the state can fix Rte 111. Mt. Bess Rd culverts were checked and are open. The town has about 2,000 yards of screened gravel left. He will contact Simpson DirtWorx about crushing services. WH will talk with the Fire Chief about clearing culverts.

PM said landowner Grace Frizzell is waiting for a price for the town to install a culvert at her farm road access on Bowen Hill Rd to replace one that is undersized and causing road washout. WH said the culvert should be 36" x 20ft (\$1,869.84) and would take 3 hours excavator time (\$234) to install, for a total of \$2,103.84. Lynwood Crown, who said he leases the land and would be responsible for the cost, asked the cost to just remove the existing culvert. WH said this would take 1.5 hours excavator time for a total of \$117. Mr. Crown asked that the town remove the existing culvert and said he will install a 36" culvert. Board members agreed to this but said that if the landowner changes her mind and would like the town to install the culvert to please let the board know.

Regarding Bly Farm Rd, PM said that during a discussion with landowner Alan Davis, Davis agreed that the town could remove a field access culvert, on a steep grade up on the right, which has failed in the last two storms. Board members agreed, asked WH to remove it, and said a water bar is also needed where the road comes in on the right. PM said USDA is working on a hydraulic analysis for the area.

PM said that Crowe Hill Rd culverts need to be looked at. Ron Willson and Audrey Frizzell cleaned out culverts after the first July storm.

CK said that the town has paid contractor and materials bills totaling \$220,000 for the July storms. WH noted this does not include town labor and equipment, or materials from town stock.

The Chair called for Executive Session to discuss personnel matters. Executive Session began at 6:32 pm and ended at 7:05 pm with no action taken.

TJ made a motion to approve the minutes of the July 25, 2024 meeting as written, second by PM. The minutes were approved as written. There was no public comment.

CK asked to add a request from the Echo-Seymour LWAP, and notification of a Local Economic Recovery Grant to the agenda.

## OLD BUSINESS

- PM has emailed and called E.J. Blondin of J. Hutchins to discuss a floodproofing/drainage project at the town garage/office, and he is waiting to hear back. Board members and WH agreed that a project description looks good. The meeting will be scheduled during office hours.

## NEW BUSINESS

- Memphremagog Watershed Association (MWA) and Orleans County Natural Resources Conservation District (OCNRCD), partners in the Echo-Seymour Lakes Watershed Action Plan (LWAP), have identified West Echo Lake Rd for a project to address erosion and implement drainage best management practices. They are asking for Selectboard approval to develop 30% preliminary designs for BMPs and drainage improvements, which the town can use to request grant funding for implementation. PM made a motion to approve moving forward with the design process. The motion was seconded by TJ and approved.
- CK informed the board that the town has received a Local Economic Recovery Grant in the amount of \$20,000. These funds were awarded to towns that received FEMA public assistance for 2023 storms. Funds cannot be used for projects that qualify for public assistance.
- WH would like the town to send thank you letters to contractors and drivers who helped with storm recovery. Board members agreed and will help do this.
- PM said that the town needs to bill landowner Alan Davis for two 20ft lengths of 18" culvert installed at the main farm access across from the Letourneau's during storm repairs. Board members confirmed this and asked CK to prepare the invoice.
- With TJ's agreement, PM confirmed that WH will dig out culverts on Bowen Hill Rd and Bly Farm Rd the next day before heavy rains and install a berm on Bly Farm Rd while the excavator is on site. No action is needed now on another culvert higher up on Bly Farm Rd.

Three Selectboard orders totaling \$9,197.24 and four Road orders totaling \$158,301.45 were approved unanimously and signed by all members.

## ANNOUNCEMENTS

- Statewide Primary Election August 13<sup>th</sup> at the Town Office
- Charleston Property Tax Sale August 27<sup>th</sup> at the Town Office
- VLCT will hold an ordinance adoption and enforcement webinar August 29<sup>th</sup>
- Charleston was notified that a draft of Brighton's Hazard Mitigation Plan is available for review. Information and draft available from Town Manager Noah Bond.

The Chair called for Executive Session to discuss a personnel matter. Executive session began at 7:18 pm and ended at 7:22 pm. PM moved to hire Jason Morton for the open full-time Driver/Labor position at an hourly rate of \$24. The motion was seconded by TJ and unanimously approved.

Seeing no other business, PM made a motion to adjourn, seconded by TJ and the meeting adjourned at 7:27 pm. The next regular meeting will be held Thursday, August 22, 2024, at 6:00 pm

Approved this 22nd day of August 2024:

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Selectboard, Town of Charleston