

Town of Charleston
Selectboard Meeting 3/27/2025

MINUTES

THESE MINUTES ARE UNOFFICIAL UNTIL APPROVED AT THE NEXT MEETING.

The meeting was called to order at 6:00 pm by Vice Chair Tim Jenness, Vice Chair. Attending: Selectpersons Tim Jenness (TJ) and Terry Rollins (TR); Road Foreman Wendell Hastings (WH); and Selectboard Clerk Colleen Kellogg (CK).

Under additions to the agenda, CK said NEK Broadband representative John Kellogg submitted a draft letter of support for the organization's BEAD grant application, and he asks the board to review and sign it.

TR made for a motion to approve the March 13th meeting minutes. The motion was seconded by TJ, and the minutes were approved as written with no discussion. There was no public comment.

ROAD REPORT

WH said the roads have potholes and a little mud but are not too bad considering the time of year. He needs to return the truck wing to Concord and pick up the 11' wing and a new plow, and he asked for approval to rent an enclosed trailer from Pat Austin. This will cost \$200 and will allow him to drive the pickup rather than a 10-wheeler. TJ said this would be much cheaper for the town, and the rental was approved by both members. The new crew member will start work April 7th.

WH said two bids were received for the job to replace a culvert on Hudson Rd. The Vice Chair called for Executive Session to review bids to make sure they were ready to be made public. Executive Session began at 6:04 pm and ended at 6:08 pm, and the board proceeded with the following business:

OLD BUSINESS

- WH invited and received bids for a 24" culvert on Hudson Rd near #3843 that must be replaced with a 48" per state hydraulic analysis. The culvert cannot handle the volume of stormwater at this location, which led to house flooding in 2023 and 2024 storms. The town will provide the culvert and top gravel, and the contractor will install the culvert with waste block headers and riprap. CK read the bids aloud: JBL Hauling & Excavating \$3,468; Isaacs Excavating \$11,500. TJ made a motion to award the job to JBL Hauling. The motion was seconded by TR and approved. WH said the work is planned for the month of May.
- The Echo Lake Protective Association has been awarded a \$5,000 Watershed grant through the town, and the town needs to accept the offer of funds. TJ moved to accept the grant, with a second by TR, and the matter was approved. Board members authorized Teri Gray to sign any time sensitive agreements that come up between meetings.

NEW BUSINESS

- TJ made a motion to recommend Sarah Jenness to another term as Health Officer. The motion was seconded by TR and approved by both members. A recommendation form was signed and will be submitted to the Vermont Department of Health.
- TJ made a motion to approve a proposed Delinquent Tax Collection Policy submitted by Teri Gray. The motion was seconded by TR and approved as written.
- TJ made a motion to approve updated Equipment & Materials billing rates for highway grants submitted by WH and CK. TJ made a motion to approve the updated rates. The motion was seconded by TR and approved.

- A draft of the 2025 Town Meeting minutes was distributed. Board members will review and notify the clerk of any corrections.
- A letter of support from the board for the NEK Broadband BEAD grant application was reviewed. TJ made a motion to approve and send the letter. The motion was seconded by TR and approved.

Two Selectboard Orders totaling \$7,235 and three Road Orders totaling \$17,007.62 were approved and signed by both members.

ANNOUNCEMENTS

- Charleston officials can review new FEMA flood maps at an online meeting on Tuesday, April 8th.
- Reminder: Charleston's annual meeting with VTrans April 29th at 8:00 am at the town office. WH and Eric Pope will look at problem brooks on Hudson Rd beforehand.

Seeing no other business, TR made a motion to adjourn the meeting, with a second by TJ. The motion was approved, and the meeting adjourned at 6:19 pm. The next regular meeting will be held Thursday, April 10, 2025, at 6:00 pm.

Approved this 10th day of April 2025:

Selectboard, Town of Charleston