**Town of Charleston**

**Selectboard Meeting 6/12/2025**

MINUTES

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

The meeting was called to order at 6:02 pm by Patrick Austin, Chair. Also attending: Selectpersons Tim Jenness (TJ) and Terry Rollins (TR); Road Foreman Wendell Hastings (WH); Residents Seth Phair, Jennifer Phair, Carol Westinghouse, and Katie Henricksen; and Selectboard Clerk Colleen Kellogg (CK).

Under additions to the agenda, CK asked to present a highway grant opportunity under new business.

A motion to approve the May 22nd meeting minutes was made by TJ and seconded by TR. The minutes were approved as written with no discussion.

PUBLIC COMMENT

* Katie Henrisksen lives with her family on Westmore Rd and is having significant problems with speeding. Children ride bikes there, and there is a school bus stop. Motorist speed coming from Hinton Hill Rd is especially bad—with frequent skidding and fishtailing. Carol Westinghouse said that turning onto Mad Brook Rd is dangerous because of oncoming traffic there. Henricksen would like to see a 30 MPH limit in that area as well as signs at either end of the property to indicate children and to slow down, and she offered letters of support from other residents. PA asked if residents could help the board by supplying video to determine frequent offenders, suggested to board members that the Constable might recommend a solution for that area, and suggested the town could appeal to the public to slow down on Charleston Coffee and Front Porch Forum. Board members agreed they would work with the highway department to choose and install signage.
* Jennifer Phair, resident of Hudson Rd, had previously discussed damage to her livestock fence caused by highway work, and she presented the Selectboard with a bill for damage to over 600 ft of fence she found to be outside the right-of-way. She said an attorney told her that any fencing damaged outside the right of way is covered by the town. She reported that the high-tensile fence is being relocated outside the right-of-way, gates are being installed at the culverts, and the woven wire will be removed. The Chair said he doesn’t feel that the town is responsible for the cost, but she is welcome to submit a bill to the town. The town will submit to the town’s insurance company, along with the town’s position on it, and she can do the same with her insurance. Selectpersons agree that the maintenance work done on her road is common practice throughout town.

ROAD REPORT

* WH said the crew has been ditching Hudson Rd, and the yard is ready for repaving. He offered the board an updated quote from Pike based on a reduction of the paved area near the garage. The price is $37,920. TJ made a motion to approve the job as quoted, seconded by TR, and approved.
* WH said Hudson Rd property owner Jeff Roussell asked if the town would consider excavating the brook further from Bridge 4 if he signed something absolving the town of liability for any damage. PA was not in favor of working beyond the bridge right of way, and neither was TJ or TR. WH said he was told the permit to work in the stream is coming.
* CK said that Vermont is accepting applications to the Diesel Emissions Reduction grant program until June 23rd to award unobligated funds from the last round. The program involves taking older diesel engines with at least 3 years of useful life out of service by retrofitting or replacing them with new technology equipment, and the grader is old enough to be eligible. Selectpersons discussed grader moldboard service in recent years and the need to budget for such a purchase but ultimately agreed to apply for the grant to find out whether trade-in or grant assistance would benefit taxpayers best, and meanwhile to check on loan interest rates. WH will get a grader price.
* WH said Simpson DirtWorx will come in second week of July to crush 5,000 CY of gravel from the bank in the Barton Pit. The town has used 9,000 CY annually and currently has about 4000 CY stockpiled. Selectpersons discussed the current harvest location and what is known about available gravel as well as the current price offered by Simpson—$6.75 to excavate from the bank and crush. TJ moved to authorize WH to have 10,000 CY crushed when Simpson comes to the pit—if he can’t harvest the full 10,000 CY from where he’s working, have them bail the rest from the pit floor for crushing in 2026. The motion was seconded by TR and approved. WH reminded Selectpersons that he needs them to make a site visit to the pit to plan future crushing.
* WH said the crew paved over the new culvert on Durgin Rd, and Pike is coming within a week or two weeks to repave Durgin and Church Hill Roads.

OLD BUSINES

* A decision to proceed on the town office and yard paving project was handled during the Road Report.
* PA has spoken with Bill Richardson of Consolidated about moving cable from the right-of-way along Dane Hill Rd. The property owner across the road approved burial but not new poles. Neither Consolidated nor the town has heard back from property owner Kennedy for burial or pole permission, and both agree that crossing the road twice should be avoided. Richardson said they could bury deeper so it’s beyond ditch depth. WH said he would want to ditch first then have the cable installed and the ditch put back. With agreement from other Selectpersons, PA said he will call to let Richardson know that it should be buried deeper, and to ask for a site meeting so the town can discuss specifics with the engineer.
* CK asked for clarification about what the office should do with Ms. Phair’s fence repair invoice. The chair said he did not agree that the town should be responsible, and other board members agreed, but to please notify insurance of a potential claim.

NEW BUSINESS

* CK presented a taxpayer information sheet to be mailed out with tax bills for review. Selectpersons saw no need for changes but will review further and notify the office of any suggestions.
* CK shared a schedule of tasks needed to update the town’s Local Hazard Mitigation Plan.
* PA noted that the Planning Commission will begin work on the Town Plan renewal.

Two Selectboard Orders totaling $30,708.75 and three Road Orders totaling $38,862.30 were approved unanimously and signed by all members.

ANNOUNCEMENTS

* CK distributed a corrected list of Class 4 roads with mileage. PA reminded board members to visit Class 4 town roads to discuss maintenance later this summer.
* CK provided new VLCT contact lists.

Seeing no other business, TJ made a motion to adjourn, which was seconded by PA, and the meeting adjourned at 7:05 pm. The next regular meeting will be held Thursday, June 26, 2025, at 6:00 pm.

Approved this 26th day of June 2025:

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Selectboard, Town of Charleston