

**Town of Charleston**  
**Selectboard Meeting 9/11/2025**

MINUTES

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

The meeting was called to order at 6:00 pm by Patrick Austin, Chair. Also attending: Selectpersons Terry Rollins (TR) and Tim Jenness (TJ); Road Foreman Wendell Hastings (WH); Town Clerk & Treasurer Teri Gray; Newport Daily Express Reporter Ed Barber; and Selectboard Clerk Colleen Kellogg (CK).

The Chair added the following item to the agenda under New Business: a request from Nicholas Monty of USDA Natural Resources Conservation Services to work in the ROW on Fontaine Rd.

A motion to approve the August 28th meeting minutes was made by TJ and seconded by PA. The minutes were approved as written with no discussion. There was no Public Comment.

#### ROAD REPORT

- Nicholas Monty, USDA NRCS, is working with the Mead Farm on field drainage projects to prevent sedimentation and is seeking board permission to work within the right-of-way on Fontaine Rd. WH shared project designs for a stone-lined ditch that will drain to an existing 4-foot culvert. PA wants to confirm that permission will not make the town responsible for the impact of future road maintenance work. With agreement from other board members, he will call Monty to discuss the matter.
- WH said town roads are in decent shape, and the crew has been hauling winter sand. He reported an incident in which Mr. Scott on Chilafoux Rd dug into the road with a snowplow to slow down motorists who he said were speeding because the road condition was too good. PA said that landowners/residents cannot damage roads. Board members agreed and asked WH to let them know if such a thing happens again.

#### NEW BUSINESS

- With a resignation last week, the town is looking for a Truck Driver & Laborer. The job is posted in the Chronicle and Newport Daily Express and will run for two weeks. CK asked for a wage range to post the job on Indeed.com. PA proposed \$23 - \$25, and TR and TJ agreed.
- TJ called for Executive Session to discuss a personnel matter, with a second by PA. Executive Session began at 6:18 pm and ended at 6:27 pm with no action taken.
- TR made a motion to issue the annual Warrant authorizing the Animal Control Officer to take action on unlicensed dogs, seconded by TJ and approved.
- An NRCS request was taken care of during Road Report.

#### OLD BUSINESS

- Following up on the board's August 28<sup>th</sup> decision to purchase a new John Deere grader with \$100,000 downpayment and the remainder financed with Community National Bank for five years, Treasurer TG said the board can secure the loan at 4.5% interest with a single annual payment. WH and board members discussed the advantages of an optional \$6,290 roller articulator for packing sharp curves and whether the attachment could be added later. Purchasing in 2026 or using additional reserve funds was discussed, but board members favored building the cost into the purchase and financing. PA made a

motion to purchase and finance the grader as proposed. The motion was seconded by TR and approved. TG will have the bank prepare loan documents for signature at the next meeting.

- A letter to decline a Diesel Emission Reduction Grant was reviewed. PA moved to approve and sign the letter, seconded by TR and approved.
- Proposals from Truline Land Surveyors (\$11,235) and Circumspect Land Surveying (\$6,000) to survey and blaze property lines of the town's Barton gravel pit were reviewed. TJ made a motion to accept the Circumspect proposal, which was seconded by TR and approved.
- CK said an ordinance on Domestic Animals adopted at the previous meeting has been posted and noticed in the newspaper as required. Barring any petitions to disapprove, the ordinance will take effect October 27, 2025.
- PA said that several town roads have been previously identified by the Foreman as problematic because they lack a safe turnaround or place to put snow, and the town does not have the ability to upgrade turnarounds because they are on private land. The board discussed state statute giving towns authority to cease winter maintenance in certain circumstances and has sought guidance from VLCT attorneys. TR called for Executive Session to discuss legal advice on the matter, with second by TR. Executive Session began at 7:06 pm and ended at 7:19 pm with no action taken.

Two Selectboard Orders totaling \$12,297.48 and two Road Orders totaling \$19,582.56 were approved and signed by all members.

#### ANNOUNCEMENTS

- The State of Vermont is asking residents to report dry wells and other drought concerns. Contact the Town Clerk's Office for reporting contacts.
- PA took a moment to remember and thank September 11<sup>th</sup> first responders.

Seeing no other business, TJ made a motion to adjourn, which was seconded by TR, and the meeting adjourned at 7:20 pm. The next regular meeting will be held Thursday, September 25, 2025, at 6:00 pm.

Approved this 25th day of September 2025:

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Selectboard, Town of Charleston