

Town of Charleston
Selectboard Meeting 9/25/2025

MINUTES

THESE MINUTES ARE UNOFFICIAL UNTIL APPROVED AT THE NEXT MEETING.

The meeting was called to order at 6:03 pm by Patrick Austin, Chair. Also attending: Selectpersons Tim Jenness (TJ) and Terry Rollins (TR); Road Foreman Wendell Hastings (WH); Town Clerk & Treasurer Teri Gray; and Selectboard Clerk Colleen Kellogg (CK).

TJ made a motion to approve the September 11th meeting minutes as written. The motion was seconded by TR and approved with no discussion. There was no Public Comment.

ROAD REPORT

- WH said town roads are in good shape overall. The Town's new grader is expected Monday, and all accessories the town is keeping have been removed from the old grader.
- WH asked board approval to buy a steel container to store items like grade stakes and signs currently in the back shed of the garage. This would free up room to store the excavator, which has been displaced from the garage by a new fourth truck. PA asked other board members to authorize WH to get prices on 20-foot and 40-foot options, and all agreed. There was discussion of whether a set of old grader tires should be sold or kept for emergency loader use.
- With winter approaching, PA wants to continue discussion of Class 3 roads with winter safety or turn-around issues and suggested generating aerial images of turnaround areas so WH to sketch out what is needed. These can be used to start the conversation with landowners. CK will print photos/maps for this purpose, so they can be ready for the next meeting.

OLD BUSINESS

- Teri Gray presented Equipment Note documents for Selectboard signature. As approved at the preceding meeting, the town will borrow \$267,822.00 at an interest rate of 4.5% for a term of five years to purchase a new grader, with an annual payment of \$61,274.16, the first of which will be due in November 2026. Loan agreements were signed by all Selectpersons.
- PA spoke with Nicholas Monty, USDA NRCS, about a planned project at the Mead Farm on Fontaine Rd—currently owned by Monte Kennedy—to excavate and stone a large ditch that will extend into the road right-of-way (ROW). He shared the Selectboard's concern that board approval not create any expectation that the town will maintain the ditch as built. It is a large ditch—4 foot across at the bottom—and the town might need to do something different when it needs cleaned-out or repaired after a storm. Any ditch in the ROW may be worked on by the town according to state standards. PA suggested that if the farmer wanted to maintain the ditch according to the proposed design, they might want it beyond the ROW. WH has no concerns about the project affecting the traveled road, since the area is well below it. Mr. Monty asked PA to share these concerns in an email. CK will circulate a draft email to board members, so the email can be sent to Mr. Monty next week.

NEW BUSINESS

- Board members passed over discussion of a job interview because the applicant failed to show. WH will reach out as appropriate, and the board will revisit the matter at the next meeting.
- TJ made a motion to place a \$500 appropriation request by Pope Memorial Frontier Animal Shelter on the 2026 Town Meeting Warning. The motion was seconded by TR and approved.
- A draft Future Land Use Map created by NVDA is available for viewing at the Town Clerk's Office and charlestovt.org along with an explanation of land use categories. The Town and NVDA welcome feedback from townspeople about whether areas of town are accurately categorized. Feedback is due to NVDA by October 31st.
- WH asked when a contracted surveyor will survey the Barton Pit. He would like to cut trees before winter and wants to make sure he is not near boundaries. CK will put the surveyor in touch with WH.
- PA reminded WH that he does not need to attend every Selectboard meeting or stay through the entire meeting as winter maintenance begins. If he does attend, the board can shuffle business to take care of road matters early in the meeting.
- PA has a conflict on October 23rd and asked to reschedule the meeting to Tuesday the 21st. All board members agreed, and the new date will be warned.

Four Selectboard Orders totaling \$20,571.54 and four Road Orders totaling \$72,062.59 were approved and signed by all members.

Seeing no other business, TJ made a motion to adjourn, which was seconded by TR, and the meeting adjourned at 6:42 pm. The next regular meeting will be held Thursday, October 9, 2025, at 6:00 pm.

Approved this 9th day of October 2025:

Selectboard, Town of Charleston