

Town of Charleston
Selectboard Meeting 3/26/2026

MINUTES

THESE MINUTES ARE UNOFFICIAL UNTIL APPROVED AT THE NEXT MEETING.

The meeting was called to order at 6:02 pm by Vice Chair Tim Jenness (TJ). Also present were Selectperson Terry Rollins (TR); Town Clerk & Treasurer Teri Gray (TG); Road Foreman Wendell Hastings (WH); Resident Tom Wagner; Ed Barber of Newport Daily Express; and Selectboard Clerk Colleen Kellogg (CK).

TR moved to approve the March 12, 2026 meeting minutes as written. TJ seconded, and the motion was approved. There was no public comment.

ROAD REPORT

- WH reported the crew has been plowing and maintaining equipment.
- WH spoke to the surveyor, who expects to complete the job by the end of April. He walked the site last week and saw that only the top is marked.
- No new applications for the crew position have been received.
- Tom Wagner said he spoke with the East Echo Lake Landowner whose property was the site of a culvert that looked deliberately obstructed, letting him know that such a thing was of deep concern and asked him to look out for this and clear it if he sees it happen.

OLD BUSINESS

- TR moved to accept a PACIF grant for security cameras and to move forward with the project. The motion was seconded by TJ and approved.
- CK reported that a draft update of the town's LHMP has been submitted to Vermont Emergency Management for review. When it comes back with feedback, the town will make any needed changes, and the board can adopt it "pending FEMA approval."

NEW BUSINESS

- TR moved to approve liquor, tobacco, and tobacco substitute license renewals for the West Charleston Corner Store. The motion was seconded by TJ and approved.
- TR moved to approve a tobacco substitute license for the Rte. 105 Market & Deli. The motion was seconded by TJ and approved.
- A Letter of Intent to participate in the annual Municipal Highway Grants-in-Aid program was signed by both members. The Town intends to use project funds to replace a culvert and upgrade a segment on Hinton Hill Rd.
- TR moved to accept and sign a 'Certificate of No Appeal Pending' for the 2025 Grand List, submitted by the Board of Listers. The motion was seconded by TJ, approved, and signed.
- An updated Highway Mileage Certificate reflecting the recent reclassification of the Class 3 portion of Bennett Farm Rd was signed by both board members, the Town Clerk, and will be submitted to VTrans.
- CK presented a draft update of the town's annual Local Emergency Management Plan (LEMP) for review so that it can be adopted at an April meeting.

BILLS & ORDERS

Three Selectboard Orders totaling \$8,751.79 and three Road Orders totaling \$18,027.32 were approved and signed by all members.

ANNOUNCEMENTS & INFORMATION

- Board members and the Foreman were reminded of their annual financial meeting with VTrans at 8:00 am on Tuesday, March 31.
- WH has requested a current price to complete the paving job at the town office and garage.

Seeing no other business, TJ moved to adjourn; TR seconded, and the meeting adjourned at 6:15 pm. The next regular meeting will be held at 6:00 pm on April 9, 2026.

Approved this 9th day of April 2026:

Selectboard, Town of Charleston