

Town of Charleston
Selectboard Meeting 7/09/2026

MINUTES

THESE MINUTES ARE UNOFFICIAL UNTIL APPROVED AT THE NEXT MEETING.

The meeting was called to order at 6:02 pm by Chair Pat Austin (PA). Present were Selectpersons Tim Jenness (TJ) and Terry Rollins (TR); Road Foreman Wendell Hastings (WH); Resident Dan Letourneau; and Selectboard Clerk Colleen Kellogg (CK).

TJ moved to approve the June 25, 2026 meeting minutes as written. PA seconded the motion, and the motion carried.

The Chair added the following New Business items to the Agenda: NEK Broadband asked to discuss the proposed underground conduit at the July 23rd meeting; CK distributed a draft of an informational insert to be mailed with tax bills. PA suggested adding language to specify that the right-of-way (ROW) is measured from the center of the traveled portion of the road. Board members had no other changes at this time.

ROAD REPORT

WH reported that the work in the Echo Lake is complete, including the replacement of two additional driveway culverts identified during the project. He received a call from the Better Roads coordinator regarding a resident's complaint about stormwater in his driveway since the berm was removed. PA said he inspected the site and did not see a problem. The work has achieved the Town's goal of shedding water quickly from all areas of the road and is affecting all landowners equitably.

A Better Roads grant project on Mill St. is progressing well and should be complete in another day or so.

JBL has started striping stumps and overburden in the Barton gravel pit in preparation for extraction. The town has used 8,000 cubic yards (CY) of gravel on East and West Echo Lake Rds. WH said he currently has 1500-1800 CY of gravel on hand for emergencies and would like to see the town crush 10,000 CY. He has talked with Simpson, whose material mixing process he believes produces a very good product, but noted that he would like to see fuel prices decrease. Board members are looking for written prices from several contractors and suggested developing an RFP that includes a completion date. PA recommended working on the RFP over the next couple of meetings and distributing it to interested bidders. The RFP should specify volume and timeframe. The Town always retains the right to reject any or all bids. PA also raised the need to begin discussions for the 2027 budget. WH stated that 10,000 CY per year would likely be sufficient, but he would prefer the Town crush up to 20,000 CY.

NEW BUSINESS

- Joe Fishbach of VEC submitted a Town Road ROW Occupancy Request with site sketch – to place a temporary utility pole on Mill St—for Selectboard approval. The Selectboard is not in favor of a temporary pole, as the purpose was to allow trucks to work on Mill St. and that work is now nearly complete. There is no longer a need for temporary installation.

WH reported that he spoke with Joe and noted that the permanent pole would be located in the ROW in the “point” of land at the top of Mill Street where it branches from Church Hill Road. PA moved to approve a revised VEC ROW Occupancy Request for the relocated utility pole on the edge of the ROW between Church Hill and Mill St at the location agreed upon with the property owner; the motion was seconded by TJ. The motion carried. CK will communicate this to VEC and request a revised Request

- Regarding a Purchase and Sale Agreement (PSA) for land adjacent to the Barton Gravel Pit, PA asked for a motion to enter executive Session. TJ made the motion, which was seconded by TR. Executive Session began at 6:21 pm. Open session resumed at 6:42 pm. TJ then moved to approve the PSA as written and to sign the PSA for purchase of land adjacent to the town gravel pit. TR seconded the motion, and it was approved unanimously.
- NEK Broadband Permitting Specialist Geoff Whitchurch provided a written proposal with location sketches to install underground fiber conduit in the Town ROW on Mad Brook Road, Dolloff Mtn Road, and Streeter Road. He requested to be placed on the agenda for the July 23rd meeting. The Chair agreed to include the item on the next meeting agenda and asked WH to review the proposed locations and report any potential issues.

There was no Old Business.

PUBLIC COMMENT

The Chair gave arriving attendee Dan Letourneau an opportunity for public comment. Mr. Letourneau requested written permission from the Selectboard to weed-whack the ditch in front of his house on Bly Farm Road, which lies within the Town right-of-way. PA stated he had no objection, and other members agreed. Regarding written permission, PA asked Mr. Letourneau to write his request in a letter for formal board approval.

Mr. Letourneau also asked for permission to use his scraper blade on road to shape it up and reduce wear on his snowplow. He further requested to install water bars so to prevent washouts. The Board asked WH to inspect the road and provide recommendations to the Board.

BILLS & ORDERS

Three Selectboard Orders totaling \$14,374.68 and three Road Orders totaling \$53,034.52 were approved and signed by all members.

ANNOUNCEMENTS

Newport Ambulance service reported responding to 82 calls in their service area over the July 4th weekend, in addition to event coverage and interfacility hospital transports.

Seeing no further business, TJ moved to adjourn. PA seconded the motion. The meeting adjourned at 6:51 pm. The next regular meeting will be held at 6:00 pm on July 23, 2026.

Approved this 23rd day of July 2026:

Selectboard, Town of Charleston