

**TOWN OF CHARLESTOWN
SELECTBOARD WORKSHOP
NOVEMBER 11, 2019**

Selectboard Present: Steve Neill (Chair), Jeffrey Lessels

Staff Present: Robert Reynolds, Building Maintenance

Meeting was called to order at 1:05 PM.

The Selectboard members spoke with Mr. Reynolds and reviewed that work he has done since starting with the Town of Charlestown. They reviewed their expectations of him for winter maintenance of sidewalks around the Town Buildings.

The members of the Selectboard asked Mr. Reynolds to include with his bi-weekly time card a daily summary of the work he has performed in addition to a daily mileage record.

Finally, the group reviewed the list of projects that were presented to the Selectboard by the Town Hall Committee. The Selectboard will review the list and return it to Mr. Reynolds with their list of priorities.

ADJOURNMENT:

Mr. Neill moved to adjourn this meeting. Mr. Lessels seconded the motion. With all in favor, the meeting was adjourned at 2:15 PM.

Respectfully submitted,
Jessica Dennis

Approved,


Steven A. Neill, Chair


Jeffrey Lessels


Albert St. Pierre

(Note: These are unapproved Minutes. Corrections, if necessary, will be found in the Minutes of the November 20, 2019, Selectboard meeting.)