

**Charlestown Board of Selectmen
Workshop Minutes
June 30, 2021 @ 4:30 pm
Community Room and Zoom**

Selectboard present: Vice Chair Jeff Lessels, William Rescsanski, Shelly Blouin- Andrus, Jeremy Wood, Nancy Houghton – all present in the community room.

Staff Present: Diane Town - Office Assistant (Community Room)

Vice Chairman Lessels called the meeting to order at 4:39 PM.

Ms. Blouin-Andrus made a motion to elect Mr. Lessels as chair of the Selectboard, Mr. Rescsanski seconded the motion, all were in favor, motion passed. Lessels will be Chair.

Mr. Rescsanski made a motion to nominate Mr. Rescsanski as Vice Chair, Mrs. Houghton second, after a discussion. The Selectboard voted. In favor, Mrs. Houghton, Mr. Lessels & Mr. Rescsanski. Ms. Blouin-Andrus & Mr. Wood abstained. Motion passed.

Mr. Wood made a motion to accept the consent agenda, Ms. Blouin-Andrus 2nd all in favor, motion passed.

A discussion took place regarding the vacant school board position. The schoolboard is accepting letters of interest until July 16, 2021. The schoolboard will be holding interviews on July 19, 2021.

Any qualified individuals from Charlestown should submit a letter of interest.

Mr. Wood made a motion to accept the Credit Card, Purchasing and Social Media policies. Ms. Blouin-Andrus second. All in favor, motion passed.

The Selectboard discussed Strategic Planning and Implementation. Together they worked on a list of items they would like to see on the agenda's moving forward, please see attached. They would like to start making headway with some of the bigger projects. They have decided that at least once a month at a workshop they will dedicate an hour to Water Commissioners and work on the 20-year plan for the water dept.

Mr. Wood made a motion to adjourn at 7:28 pm; Mr. Rescsanski seconded the motion; motion passed.

Respectfully Submitted,
Diane Town

Jeff Lessels

Nancy Houghton

William Rescsanski

Shelly Blouin-Andrus

Jeremy Wood

(Note: these are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on July 7, 2021)

Strategic Planning:

1. 20-year water plan
2. Asset management
3. Grant resources
4. Pay scale
5. Hydro/Solar
6. Capital Improvement plan
7. Capital Reserve
8. Cloud storage
9. Community engagement, spirit & Recreation
10. Communication internal/external
11. Town Revenue & Tax Rate
12. CC TV/ SAPA - are we getting revenue?
13. Personnel Policy

Prioritized List:

1. Personnel Policy *
 - A. Pay Scales
 - B. Communication internal/external
2. Community Spirit/ Community Engagement
3. Hydro/Solar
4. Town Revenue
5. Capital Improvements
6. Capital Reserves

** These items should be listed under old business and highlighted items on as new business – they would like to see a running list, as they start working on them and they become old business something new from the list moves to new business.