

CHARLESTOWN SELECTBOARD MEETING

WEDNESDAY, April 17, 2024 @ 5:30 P.M.

CHARLESTOWN COMMUNITY ROOM

Selectboard Present: Jeremy Wood (Chair), Charles Baraly, Nancy Houghton via Zoom, Shelly Andrus and Trish Patrick.

Staff Present: Mark Laflam-Fire Chief

Patricia Chaffee, Tax Collector/Executive Assistant

Keith Weed-Highway/Transfer Supervisor

Shawn O'Hearne-Assistant Chief of Fire

Jason West-Maintenance/Recreation Director

Regular Meeting Call to Order

Mr. Wood commenced the regular meeting with the Pledge of Allegiance at 5:30 pm.

Mr. Wood open the public hearing to accept unanticipated revenue from FEMA at 5:32pm. There was no public comment. Mr. Wood closed the public hearing at 5:34pm: Ms. Andrus made a motion to accept unanticipated revenue from FEMA in the amount of \$78,318.35, motion was seconded by Ms. Patrick. Roll call: Mr. Wood (yes), Mr. Baraly (yes), Ms. Houghton (yes), Ms. Andrus (yes) and Ms. Patrick (yes.).

Mr. Wood asked for recognition of visitors/public input: none.

Committee Ex/officer Reports:

Heritage: Mr. Baraly stated that the last meeting was cancelled, and the next meeting would be April 23rd.

Planning: Mr. Wood did not attend the meeting however Ms. Chaffee informed the Board that Alan Putnam was voted in as Chair of the Planning Board. Ms. Chaffee also reported that at the last meeting the Board reviewed the sign permit for 16 Main as well as a permit for a new home being built on a Class VI road.

Recreation: Ms. Patrick reported that softball and baseball are underway with 52 kids registered and paid. She stated that she will talk with Mr. Cobb about taking care of the bottom of Patch Park and she will coordinate with Ms. Andrus for the dock placement. Ms. Patrick would like the big bush on the corner of Sullivan and Main to be pulled out. Mr. Weed replied that the Highway Department could move it or remove it.

CAA: Ms. Andrus reported that there was no meeting but that she is going to send an e-mail regarding the traffic down at Patch Park during the season.

Conservation: Ms. Houghton has not attended a meeting. The next meeting is on May 20th from 7:00 to 8:30 PM and is always the third Monday of the month.

Town Hall: Ms. Patrick read from the minutes of the last meeting that she did not attend. She stated that the Board had voted not to pay for the balance of the work on the banister. She reported that the locks have been changed at the food shelf and therefore there has been no theft. Breakfast will be provided for the town wide yard sale day. The grass area along the building will be added into the mowing bid. Mr. West installed a lock box over the thermostat in the Boy Scout area as it had been turned up to 95°.

Finance: Mr. Wood stated there was no meeting.

Community Power Coalition: Mr. Baraly reported that the paperwork has been signed. Ms. Chaffee asked if another meeting was necessary. CPC has created educational materials for the launch in June. It will also be in the Our Town. Ms. Chaffee sent them the logo. The basic information for the public to know is that the town has joined the CPC and this will lower your electric bills.

Solid Waste: Ms. Andrus reported that they talked about the reuse hut and the kids are going there on Friday. Next month's meeting will be about the information packets for information weekend at the transfer station. There is a price increase coming. Ms. Andrus stated that Mr. Beaudry, the chair, needs to attend the meetings to run meetings. Ms. Chaffee will reach out to him.

Executive Assistant Report: Ms. Chaffee informed the Board that she will be in Concord on Friday. She informed the Board that she is working on the water bills. She confirmed that the Town is not paying the difference on that bill for the work on the Town Hall. She stated that in the packets are BTLA reports, the P & S deed for Mr. Gantt's parcel, for which he had paid. The deed now needs to be recorded. Ms. Chaffee is working to get sports sign-ups online and is actively working on the website. She stated that she has not heard yet on the wastewater back up operator. There are a couple of possibilities including hiring possible short term but with a long-term interest. The bids for mowing and digital sign are in the packets and are due by June 5th. Mr. Wood would like to lock the mowing bid up for three years. There are a couple of new sites added to the contract as well as spring clean-up. The furnace bids are also available to review. It was noted that both bids include changing to propane which brings concerns about where the tanks could go. Perhaps they should go out to bid again. Mr. Wood would like not to use the current fuel supplier and would like to find out what kind of tanks are needed. The RFQ is still sitting out there and there are a lot of them to discuss at next week's meeting.

Mr. Wood reported that he met with the DES agent and reported that the response for the findings was due by April 24th. The Town needs a dedicated operator to work here in the town or a multi-plant operator. They do not need to hire by April 24th but a plan to hire by April 24.

Mr. Baraly stated that a plan to push out the closing of the Cheshire bridge or building a new one beside it or a temporary bridge was discussed as well. The group would like businesses to write a letter as well as the Selectboard and Planning Boards. The Planning Board will piggyback off the SB's letter. The work with a lobbyist has only been half funded and there are only 5 months to go. Mr. Wood stated that it will be hard to get there. Ms. Houghton stated that she thought the town should assist in the funding, that it would be worthwhile to do. Mr. Wood stated that Mr. Turner was drafting a letter to support the delay as well as the ramifications of the closure. There is no plan to get a new bridge by 2035, despite the rumors, which was a miscommunication from the original meeting.

South End Bridge: Ms. Chaffee stated that the bridge will not be fully closed and will have 1 lane open. The detour will not go over the ramp because the ramp will be closed. This starts next week and continues through the summer. Ms. Andrus suggested taking the detour sign down on the school access road but after discussion it was determined that that wouldn't work. Maybe it would be best to notify the 4 homeowners on that street of the detours. It was mentioned that the school signed off on the detours and closures a few years ago.

A letter from River Valley Protection League requesting a break off the town hall fee was discussed:

Ms. Houghton made a motion to let the River Valley Protection League use the town hall for free, seconded by Mr. Baraly. Roll call: Mr. Wood (yes), Mr. Baraly (yes), Ms. Houghton (yes), Ms. Andrus (yes) and Ms. Patrick (yes.).

A contract for the engineering work for Pecor Road was discussed. Mr. Weed reported that all the permits and documents are included in the contract. Ms. Andrus motioned to move forward with the engineering contract, seconded by Ms. Patrick. Roll call: Mr. Wood (yes), Mr. Baraly (yes), Ms. Houghton (yes), Ms. Andrus (yes) and Ms. Patrick (yes.).

Ms. Andrus brought up the discussion of the dry bridge stating that the town could not afford the \$428,000. Ms. Chaffee stated that there is some money in the bridge reserve. Mr. Weed stated that there are structural issues with the bridge and that it will be inspected in October by the state. The road in the hollow was also discussed as it is sloping. Mr. Weed was asked for a time estimate on this condition. Ms. Andrus stated that perhaps a structural engineer should be hired to assess risk.

A town resident brought up the need for a new, more effective plan for the split at 11 and Old Springfield Road as the reflectors are gone. Big rocks were suggested.

Mr. Wood called for a break at 6:58pm. The meeting was reconvened @ 7:06.

Ms. Patrick motioned to enter non-public session at 7:06 p.m., seconded by Ms. Andrus. Roll call: Mr. Wood (yes), Mr. Baraly (yes), Ms. Houghton (yes), Ms. Andrus (yes) and Ms. Patrick (yes.)

Meeting reconvened at 7:57 p.m.

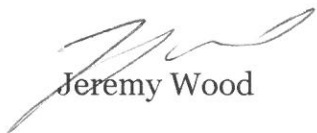
Ms. Chaffee informed the Board that Mr. Vandenburg met with Mrs. MacPherson and the town is waiting to hear back from her.

Minutes of previous meeting: Ms. Andrus made a motion to accept the minutes of April 3, 2024 Regular Meeting, and non-public #1, non-public #2, non-public #3 motion was seconded by Mr. Baraly. Roll Call: Ms. Andrus (yes), Ms. Houghton (yes), and Mr. Wood (yes), and Mr. Baraly (yes). Ms. Patrick (abstained.) Motion passed.

Consent Agenda-Financial administration/payroll and purchase orders/manifests and warrants /abatelements, appointments (timber warrant-map-lot 237-001), permits, licenses, contracts and Resolution (intent to cut map-lot 258-019): Ms. Andrus made a motion to accept the consent agenda, motion was seconded by Ms. Patrick. Roll Call: Ms. Andrus (yes), Ms. Houghton (yes), Mr. Baraly (yes), and Mr. Wood (yes), Ms. Patrick (yes.) Motion passed.

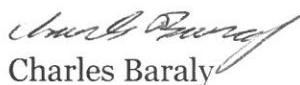
Ms. Andrus made a motion to adjourn at 8:03pm, motion was seconded by Ms. Houghton. Roll Call: Ms. Andrus (yes), Ms. Houghton (yes), Mr. Baraly (yes), and Mr. Wood (yes), Ms. Patrick (yes.)

Respectfully Submitted, Ellissa Griffin


Jeremy Wood

Trish Patrick

Nancy Houghton


Charles Baraly


Shelly Blouin-Andrus

(Note: These are unapproved meeting minutes. Any corrections will be made at the next Selectboard meeting on April 24, 2024)

Charlestown Selectboard Minutes

Non-Public Meeting Minutes #1

RSA 91-A: 3 II (c-Reputations)

April 17, 2024 at 5:30 p.m.

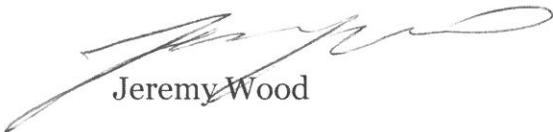
Community Room

Selectboard present: Jeremy Wood (Chair), Charles Baraly, Nancy Houghton via Zoom, Trish Patrick and Shelly Andrus

Three town employee evaluations were reviewed and completed. Ms. Andrus stated that she would like to revamp the evaluations for the future. Staffing issues were discussed as well as the non-smoking policy of the town in town buildings and town vehicles.

Ms. Andrus motioned to exit non-public session at 7:57 p.m., seconded by Mr. Wood. Roll call: Mr. Wood, (yes), Mr. Baraly (yes), Ms. Houghton (yes), Ms. Andrus (yes) and Ms. Patrick (yes.)

Respectfully Submitted, Ellissa Griffin



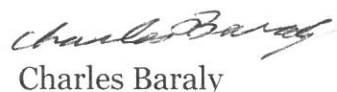
Jeremy Wood

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Charles Baraly

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